

March 27, 1935.

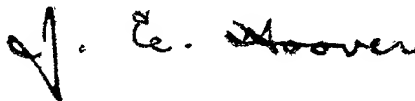
Mr. Joseph A. Sizoo,
1312 N Street, N. W.,
Washington, D. C.

Dear Sir:

With reference to your application for appointment to the position of ~~Messenger~~ or Clerk in the Federal Bureau of Investigation, U. S. Department of Justice, you should call at Room 5752, Department of Justice Building, Pennsylvania Avenue between 9th and 10th Streets, N. W., at 10:30 A. M., April 10, 1935, for the purpose of taking an examination. All material for use in connection with taking the examination will be furnished.

There are no vacancies in this service at the present time. In the event you attain a satisfactory rating in the examination, your application will receive consideration when it is possible to make additional appointments.

Very truly yours,



John Edgar Hoover,
Director.

EC - Room 5752.
2 copies made.
C-2

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

JDS:ERM

Washington, D. C.

April 10, 1935.

MEMORANDUM FOR MR. TOLSON

Re: JOSEPH A. SIZOO -
Applicant Messenger.

Typing Test: No Grade.

Age: 24.

Education: High School,
Los Angeles Jr. College,
A. B. - Geo. Washington University,
Geo. Washington Univ. Law School -
(Enrolled).

RECOMMENDATION: Favorable.

This applicant on this date was afforded a personal interview and given the Bureau typing examination, his test paper hereto attached.

Favorable recommendation concerning him is made for the following reasons: He presents a good personal appearance, is resourceful, and is mentally alert. He has had a good education and is quite impressive. His experience has consisted of employment in the office of a department store, three years part time; one and one-half years as a general office clerk in the Capital Garage; two months as a clerk in the Department of Agriculture; and since November, 1933 to the present time, he has been employed as manager of a gasoline station. Applicant also worked during his high school days as a paper carrier, delivery boy on a milk truck, and grocery clerk. He is an ambitious individual, who has made his own way through school. This applicant, I believe, would develop into a better-than-average employee.

I carefully outlined to this applicant the vacancy situation as it exists in the Bureau.

Respectfully,

J. D. Swenson

J. D. Swenson.

67-57045-2
DIVISION OF INVESTIGATION
APR 15 1935 P.M.
U. S. DEPARTMENT OF JUSTICE
TOLSON FOUR FILE

*Investigate
4-11
4-13-35
4-13-35
w19*

Joseph A. Sizoo.
April 10, 1935.

From the oldest written records, we find that personal identification has long been in use. When no other method of identification was known, convicts and slaves were given a particular mark which plainly showed their class. A few hundred years ago the best police forces hired men with good memories who tried to remember the faces of persons charged with crimes so as to be able to recognize them later. Later on, men whose duty it was to preserve law and order began employing better methods of recognizing persons and kept files containing the pictures of thousands of criminals. The identification of such persons forms a large part of the work of preventing and reducing crime. Indeed it is not ^{only} the most important means of obtaining the arrest of these persons but it also insures the more certain and just punishment of the guilty. The man who often breaks the law and who has already been convicted of several crimes deserves more severe punishment than the beginner in crime. Only when the past records of men under trial can be fully known, however, can greater punishment be justly given. In most cases, we can not know that a man is a hardened criminal except by means of careful identification.

Never before in the history of the country has the subject of crime been more widely discussed than at the present time. The public mind is awakening to the need of checking the criminal in order that life and property may remain reasonably safe. For a long time the criminal has been encouraged by the indifference of the public to ineffective methods of investigation and prevention of crime. Not only has the criminal widened the field of his attack with great boldness and speed, but he has also organized his work to make it more efficient and profitable. If ~~the~~ law and order are to control crime, they must deal quickly and surely with this menace. In the past the public has too often been guilty of considering the criminal a romantic figure and of making him the object of public sympathy. One of the first steps which must be taken is the creation of a sound public attitude towards crime and criminals. Upon this step largely will rest the success or failure of the attempt to reduce crime in this country to the lowest possible level. More than a change in attitude of the public is needed to solve the problem, however, for changes both in police methods and in the law are essential. The wider use of the methods already known to the police agencies of the various countries would in itself constitute a severe blow to crime.

10:47 to 11:10 (23 min)

9/10/35

Best Copy Available

Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant:

Position:

Address:

References and Personal History:

I desire that you cause a very complete and thorough investigation to be made of this applicant. The inquiries made should not be confined to the references given above, as experience shows they are usually favorable. Anything that your investigation may disclose further than the above references should be reported.

The office of origin in this case is , and copies of your report should be forwarded to that office.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

4 copies

c 4

Best Copy Available

April 13, 1936

Special Agent in Charge,
Los Angeles, California.

Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Joseph A. Sizoo, Position: Messenger.
Address: 1813 S. Street, N.W., Washington, D. C.
References and Personal History:

A. C. Cox, Hollywood, California; 927 West 100 Street, Los Angeles, California. Applicant attended Los Angeles Junior College, Los Angeles, Calif., from 1925 to 1931.

Applicant was employed at L. Allen and Sonnet, 300 North Broadway, Los Angeles, California, as collector, from September 1931 to Jan. 1932.

Applicant is 34 years of age, single, and a legal resident of Los Angeles, California. He was born at Woodstock, Minnesota, August 23, 1901. His father's name is Alex; his mother's maiden name was Susie Lockstrom.

I desire that you cause a very complete and thorough investigation to be made of this applicant. The inquiries made should not be confined to the references given above, as experience shows they are usually favorable. Anything that your investigation may disclose further than the above references should be reported.

The office of origin in this case is Washington, and copies of your report should be forwarded to that office.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

CC Washington
St. Paul
Portland

4 copies
c 4

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Best Copy Available

April 13, 1935

Special Agent in Charge,
St. Paul, Minnesota.

Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Joseph A. Gizoo, Position: Messenger.
Address: 1312 E Street, N.W., Washington, D. C.
References and Personal History:

A. B. Stillwell, c/o First National Bank, Ripstone, Minn.
Fred Walz, Ripstone, Minn.
Gerrit DeVries, Ripstone, Minn.
Applicant attended Ripstone High School, Ripstone, Minn., from 1924 to 1929.
Applicant was employed by Ripstone County Star, Ripstone, Minn., as paper carrier from 1919 to 1923; by Bush and Sons Farm, Ripstone, Minn., as milk man from 1922 to 1923; by William and Winifred Apartment Store, Ripstone, Minn., as grocery clerk from 1925 to 1928.
Applicant is 24 years of age, single, and a legal resident of Los Angeles, California. He was born at Goodhue, Minnesota, August 23, 1910. His father's name is 'Doc'; his mother's maiden name was Essie Hookstra.

I desire that you cause a very complete and thorough investigation to be made of this applicant. The inquiries made should not be confined to the references given above, as experience shows they are usually favorable. Anything that your investigation may disclose further than the above references should be reported.

The office of origin in this case is ~~Washington~~, and copies of your report should be forwarded to that office.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

CC Washington
Los Angeles
Portland

4 copies
C 4

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Special Agent in Charge,
Washington, D. C.

April 12, 1935

Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Joseph A. Sizoo,
1312 N Street, N.W., Washington, D. C. Position: Messenger.
Address:
References and Personal History:

Applicant attended George Washington University, D. C. from September 1931 to June 1934 received B.S. degree; George Washington Law School, D. C., since September 1934.

Applicant was employed by Capital Garage, 1312-20 New York Avenue, D. C. as chauffeur, clerk and cashier from September 1931 to January 1933; Agriculture Department, Crop Production, D. C., as file clerk; from March 1933 to May 1933; Sigma Chi Fraternity, 1312 N Street, N.W., D. C. as Bookkeeper and Treasurer from September 1933 to June 1934; Sun Oil Company Room 1136, Woodward Building, D. C., as Manager of Service Station, since November 1933.

Applicant is indebted (Auto) Fordham, D. C. \$50.00; (Auto) to D. C., \$15.00; and Bank - The Motor Company (D. C.) \$100.00.

Applicant is 24 years of age, single, and a legal resident of Los Angeles, California. He was born at Coatsville, Missouri, August 28, 1910. His father's name is Alex; his mother's maiden name was Rusta Kopelman.

Office of Origin: Washington
Auxiliary Offices: St. Paul
Los Angeles
Portland

I desire that you cause a very complete and thorough investigation to be made in the community in which the applicant has been a resident and has probably had business and social dealings. The investigation should not be confined to the references given as experience shows they are usually favorable, but you will be expected to check carefully the applicant's past life, standing and reputation in all previous business associations as listed above or such as your investigation may disclose.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

cc St. Paul
Los Angeles
Portland

4 copies
c 4

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Form No. 1

THIS CASE ORIGINATED AT Washington, D. C.File No. C7-403

REPORT MADE AT: <u>Portland, Oregon.</u>	DATE WHEN MADE: <u>5-1-35</u>	PERIOD FOR WHICH MADE: <u>4-26-35</u>	REPORT MADE BY: <u>Chas. Petrovitsky - IH</u>
TITLE: <u>JOSEPH L. SIZOO</u>			CHARACTER OF CASE: <u>Applicant for Position - Messenger</u>

SYNOPSIS OF FACTS:

Rev. John R. McCartney of Bellingham, Washington, testifies to subject's good character, ability, and family connections.

WUC

REFERENCE: Bureau letter 4/13/35.

DETAILS:

--- At Bellingham, Washington ---

Dr. John R. McCartney is Pastor of the First Presbyterian Church at Bellingham, Washington. He stated that he knew subject and his family in Los Angeles, California, where subject took an active part in the church and comes from a fine family. That his uncle, Dr. Sizoo, is Pastor of a large Presbyterian Church in Washington, D.C.

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APPROVED AND FORWARDED: <i>[Signature]</i>	SPECIAL AGENT IN CHARGE	RECORDED AND INDEXED:	
COPIES OF THIS REPORT FURNISHED TO: Bureau - 2 Washington Field - 2 Portland - 2		BUREAU OF INVESTIGATION DEPARTMENT OF JUSTICE ROUTED TO: <i>FOUR</i> FILE	CHECKED OFF: MAY 8 - 1935 JACKETED:

That subject is entirely reliable and can be counted on to render most efficient service.

No criminal record of subject in Bellingham and it does not appear that subject ever resided in Bellingham, Washington.

REFERRED UPON COMPLETION TO THE OFFICE OF ORIGIN

UNITED STATES BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT

WASHINGTON, D. C.

L.A.

FILE NO. 67-484

REPORT MADE AT: Los Angeles	DATE WHEN MADE: 5-3-35	PERIOD FOR WHICH MADE: 4-30-35	REPORT MADE BY: F. C. CULBERSON AB
TITLE: JOSEPH A. SIZOO			CHARACTER OF CASE: APPLICANT - Messenger

SYNOPSIS OF FACTS:

Applicant was graduated from Los Angeles Junior College, Los Angeles, on 6-19-31, being granted a diploma at the completion of a two-years course in Commerce. Applicant bears good reputation for honesty, integrity and reliability.

RUC.



REFERENCE:

Bureau letter dated 4-13-35.

DETAILS:

Records of the Registrar of the Los Angeles Junior College at Los Angeles, California, reveal that applicant was graduated from the college on June 19, 1931, being granted a diploma on the completion of a two years course in Commerce. The records further reveal that the grades attained by applicant in the various studies pursued by him were exceptionally high - the average grade for the entire course being rated as 2.3%, which indicates an average higher than "B". Miss L. SCOTT, Clerk in the Registrar's Office, who assisted Agent in examining

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APPROVED AND FORWARDED:  SPECIAL AGENT IN CHARGE	UNITED STATES MAY 7 - P.M. BUREAU OF INVESTIGATION ROUTED TO: FILE	RECORDED AND INDEXED: CHECKED OFF:  JACKETED:
COPIES OF THIS REPORT FURNISHED TO: 2 - Bureau 2 - Washington 2 - Los Angeles		

the records, informed that the highest average ever attained by a graduate of the college was 2.8%. Applicant attained a grade of "1" in the college's psychology test, which is the highest grade attainable. It was observed by Agent that applicant received a grade of "C" in only two subjects - these being Health and Credits and Collections. His grades in all other subjects were either "A" or "B". Agent was informed that "A" indicates a grade above 93, "B" 84 to 92, and "C" 79 to 83.

The following subjects were included in applicant's course of study:

English	Physical Education
Geometry	Psychology
Commercial Mathematics	Accounting
Economics	Merchandising
Commercial Law	

The records reflect no disciplinary action having been taken as to applicant, and Agent was informed that had any such action ever been taken, it would have been recorded.

The records further reveal that applicant was graduated from the Pipestown High School, Pipestown, Minnesota, on May 31, 1928. The records do not disclose the date of birth of applicant.

Mr. R. H. DUNLAP, auditor of Mullen & Bluett, 600 South Broadway, Los Angeles, California, informed Agent that their records indicated that applicant was employed by them from September 18, 1928 to May 9, 1931 as a delivery boy, and that he worked on Saturday only, making deliveries of merchandise either by bicycle or motorcycle. Mr. DUNLAP stated that the work involved the handling of money received on C.O.D. orders, and that, inasmuch as the company's records reflect no irregularity in the handling of such money, applicant's record in this respect must have been clear.

Mr. DUNLAP stated that he could not recall applicant to his mind, and that the manager of the Delivery Department at the time applicant was employed there, had left the company's service. It was, therefore, not possible to interview anyone having a personal knowledge of applicant's work with the company.

The company's records reveal that applicant was born August 28, 1910, and that his last known address was 1146 West 78th Street, Los Angeles.

Agent made inquiry of a Mrs. SHOEMAKER at 1140 West 78th Street, who informed that the parents of applicant are presently residing at 1146 West 78th Street; that she knows the various members of the family, and that she regards them all very highly; that they all attend church every Sunday and are apparently a family of the highest type. Informant stated, however, that she did not know applicant, as he departed from Los Angeles for Washington, D. C. about the time

she moved to her present address, which was about two years ago. She further stated that applicant's parents have three sons presently living at home.

W. E. COX, who resides at 827 West Century Blvd., Los Angeles, California, was interviewed by Agent at his place of employment, the Gay Engineering Company, 2650 Santa Fe Avenue, Los Angeles. Mr. COX informed Agent that he had known applicant since 1926, and that he did not know of a cleaner-cut young man anywhere, as far as honesty, integrity and sincerity are concerned, and that he would not hesitate to trust him. He stated that applicant had called on his daughter socially at his home when applicant was living in Los Angeles, and that he, therefore, knew him quite well. He stated that applicant was "close mouthed" and that he could, therefore, be trusted with information of a confidential nature.

Inquiry at the Record Bureau of the Los Angeles Police Department and the Los Angeles County Sheriff's Office failed to disclose any record of arrest of applicant.

REFERRED UPON COMPLETION TO OFFICE OF ORIGIN

FEDERAL BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT

Washington, D. C.

St. Paul FILE NO. 67-571

REPORT MADE AT: St. Paul, Minn.	DATE WHEN MADE: 5-6-35	PERIOD FOR WHICH MADE: 5/4/35	REPORT MADE BY: J. H. Rice
TITLE: JOSEPH A. SIZOO			CHARACTER OF CASE: APPLICANT - MESSENGER

SYNOPSIS OF FACTS:

Applicant's date of birth verified; graduated from high school, Pipestone, Minnesota, May 31, 1928; considered just above average student; no disciplinary action; excellent character and reputation; industrious, trustworthy and aggressive; employment record satisfactory. References and others at Pipestone recommend applicant for position, without reservation. No credit rating available. No criminal record located at Pipestone, Minnesota.

R.U.C.

REFERENCE:

Director's letter dated 4-13-35

DETAILS:

At Pipestone, Minnesota

MISS BYRMA JONES, Superintendent of the High School, after reviewing applicant's high school record, advised that applicant, as JOSEPH A. SIZOO, enrolled at that school in 1924, taking a classical course, and was graduated May 31, 1928. The records give the date of birth of applicant as August 28, 1910, Woodstock, Minnesota; parents, ALEX SIZOO and SUSIE SIZOO. Applicant earned 16-1/4 high school credits, and his average for the four-year course was approximately 87%.

MISS JONES considers applicant as just above the average high school student and advised he graduated 20 in a class of 57. While attending

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APPROVED AND FORWARDED: <i>H. E. Anderson</i> SPECIAL AGENT IN CHARGE	REGISTERED AND INDEXED: 9 CHECKED OFF: MAY 10 1935 JACKETED:
COPIES OF THIS REPORT FURNISHED TO: 2 - Bureau 2 - Washington 2 - St. Paul	BUREAU OF INVESTIGATION MAY 8 - A.M. DEPARTMENT OF JUSTICE ROUTED TO: <i>AD FOUR</i> FILE JHR:HVS

high school, it was not necessary for applicant to receive any disciplinary action. MISS JONES advised that applicant's attitude toward his studies was good; that he was polite and made a favorable appearance; that shortly after graduation, applicant left with his parents for Los Angeles, California.

MR. C. G. HART, owner, Pipestone County Star newspaper, stated applicant was employed by his concern as a newspaper carrier from 1919 to 1928; that the employment was entirely satisfactory, and applicant was industrious, polite and honest.

MR. GEORGE BRUSH, former operator of Brush & Sons, dairy, stated that applicant was employed by him as a milk man from 1922 to 1926, working in the morning before attending his high school classes and in the evening and on Saturdays, as well as full time employment in this capacity during summer vacations; that from his observations and associations with applicant, he found him to be steady, reliable, honest and considered him of favorable personality.

MR. W. J. DOOLEY, former manager of the Salkin & Linoff Department Store, stated applicant worked under his supervision as a grocery clerk from 1926 to 1928; that applicant worked for him on Saturdays while attending high school, and full time employment during vacation periods; that his employment was satisfactory in every respect.

MR. FRED WALZ, former high school instructor of applicant, stated he considered applicant one of the outstanding young men of that community while residing at Pipestone; that applicant bore an excellent character and reputation, was attentive in the classroom, had his lessons well prepared, was a hard worker, always had part-time employment while attending high school; that he found applicant to be reliable and was considered by him as being aggressive; that it was applicant's desire to seek further education.

MR. GERRIT De VRIES, postman, stated he had known applicant since 1919; that applicant was one of the most industrious and reliable young men in that community; that he had never heard of any derogatory remarks concerning applicant while living at Pipestone; that applicant had the respect and good will of the people in that community.

MR. A. R. STILLWELL, Cashier, First National Bank, advised that he had known the Sizoo family since 1919; that applicant's father, while residing at Pipestone, was a representative of the Watkins Products Company; that applicant, as well as his parents, bore a fine reputation in that community; that applicant has a good background and home training; has shown initiative, was industrious and honest; that since applicant left Pipestone

in 1929, he has been advised that he has worked his way through college. MR. STILLWELL is of the opinion that applicant has a capacity for advancement along the lines for which he has studied.

MR. A. C. WALKER, President, Pipestone National Bank, stated that applicant attended high school and was in the same class as his daughter; that applicant's parents resided in the same neighborhood in which he resides; that his observations of applicant have been entirely favorable, and he considers applicant is a clean-cut young man, having never been in any scandal while residing at Pipestone; that applicant is trustworthy and he has never heard anything derogatory about him.

DR. A. H. BROWN stated that he has known applicant and his parents since 1919; that applicant's parents were considered as substantial citizens in that community while residing there; that he considered applicant a clean-cut young man who showed initiative and industriousness while residing in that community; that as far as he knows, applicant's health has been good; that he knows of nothing derogatory relative to applicant.

MR. G. L. CHESLEY, Postmaster, stated that applicant showed aggressiveness while residing in that community; that he was a hard worker, was of fine character and reputation, and considered him mentally alert and has capacity for advancement along the lines for which he has studied.

MRS. DELLA QUINN, owner and operator of the Dress Shop, stated that she has known applicant since 1920; that while she was formerly employed by Salkin & Linoff Department Store, she was able to observe applicant, who was employed by that company as a grocery clerk; that her observations of applicant were entirely favorable, and she had never heard of his being in any scandal; that he is well thought of in that community.

MR. T. A. BAILEY, City Clerk, stated that he resided in the same neighborhood where the Sizoo family resided while living at Pipestone; that he considered applicant of good morals, fine character and reputation. Applicant always conducted himself as a gentleman and had a pleasing personality.

Chief of Police E. J. MOE and Sheriff JOE HINES, after inspection of the records of their office, stated that applicant has no criminal record at Pipestone. Both MR. MOE and MR. HINES advised that they know of applicant; that applicant bore a fine reputation in that community.

All parties interviewed recommended applicant for the position sought, without any reservations.

There is no credit bureau located at Pipestone, but during investigation at Pipestone, the parties interviewed stated that as far as they know, applicant, while residing at Pipestone, always paid cash for his purchases, and would consider extending credit to applicant in limited amounts.

REFERRED UPON COMPLETION TO OFFICE OF ORIGIN

1:10
65-27000-

May 15, 1935.

Special Agent in Charge,
Washington, D. C.

Dear Sir:

With reference to the case entitled
Joseph A. Sizoo, Messenger Applicant, you are
requested to expedite the investigation in this
case and submit a closing report thereon at the
earliest possible date.

Very truly yours,

John Edgar Hoover,
Director.

-10

CHAS. E. HARRIS

UNITED STATES BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **Washington, D. C.**

FILE NO. **67-6663**

REPORT MADE AT: Washington, D. C.	DATE WHEN MADE: 5/22/35	PERIOD FOR WHICH MADE: 4/10, 25/35 5/10, 11, 13/35	REPORT MADE BY: L. M. RILEY PM
TITLE: JOSEPH A. STONE			CHARACTER OF CASE: APPLICANT - WASHINGTON.

SYNOPSIS OF FACTS:

No criminal record located on applicant. Credit ratings reflect nothing detrimental to applicant. Applicant received Bachelor of Arts degree from George Washington University in June, 1934, grade averaging a little less than B. Entered George Washington Law School September, 1934. Grades not available. Employed numerous places in Washington, D. C. All employers speak well of applicant. All organizations to which applicant indebted advise that applicant pays his obligations promptly. References and President of fraternity house in which applicant resides state applicant is a young man of integrity, good character, good habits, and possesses pleasing personality.

- C -

REFERENCE: Bureau letter dated April 13, 1935.

DETAILS:

Mr. Ambrose Durkin, Room 508, Metropolitan Police Headquarters, and who is in custody of the criminal records of the Metropolitan Police Department, advised Agent that a search of his files failed to give applicant's name.

Credit ratings maintained on applicant by Stone's Mercantile Agency and the Washington Association of Retail Credit Men reflect nothing detrimental to applicant's character or paying habits.

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APPROVED AND FORWARDED: <i>L. M. RILEY</i>	SPECIAL AGENT IN CHARGE	RECORDED AND INDEXED: <i>11</i>	
COPIES OF THIS REPORT FURNISHED TO: 2-Bureau 2-Washington Field		UNITED STATES	CHECKED OFF: JUN 10 1935
		BUREAU OF INVESTIGATION ROUTED TO: FILE	JACKETED:

At the office of the Registrar, George Washington University, 2033 G Street, N. W., Agent was furnished with applicant's scholastic record, which reveals that applicant was born August 8, 1910.

Applicant entered George Washington University in September, 1931, taking a Bachelor of Arts course, majoring in Public Speaking. On June 6, 1934, received his Bachelor of Arts degree from George Washington University.

Applicant's grades at George Washington University averaged a little less than B.

In September, 1934, applicant entered the Law School of George Washington University. Up to the present time, no grades are available.

At the Capital Garage, located in the 1300 block of New York Avenue, N. W., Mr. J. R. Ellis, manager, informed Agent that applicant had entered service in that institution on September 15, 1931, as a driver, and resigned his position there on January 12, 1933. Mr. Ellis stated that applicant's work in the Capital Garage consisted of not only driving automobiles but included a great deal of statistical work such as ascertaining the cost for washing of automobiles. Mr. Ellis stated that applicant was a very intelligent young man, who was far ahead of most of the boys who worked in the garage and because of that fact, he had a reputation among the group of garage hands of being conceited. Mr. Ellis advised that he was of the opinion that applicant did not deserve such a reputation and he always found applicant to be a young man of good habits, who performed his work very satisfactorily. Mr. Ellis stated that while applicant was employed at the Capital Garage, he received a salary of \$18.00 a week upon entering the service, which salary was later increased to \$21.00 per week. In addition to the \$21.00 per week, Mr. Ellis advised that applicant received approximately \$3.00 per week in tips, making his average weekly salary approximately \$24.00.

Mr. Otto Schoenfelder, former president of the Sigma Chi Fraternity and who at the present time is employed in the Law Library of the Federal Trade Commission Building, 2001 Constitution Avenue, N. W., advised Agent that he has been acquainted with applicant since 1932. He advised that for the period 1933-34, applicant was employed as the surer of the Sigma Chi Fraternity and was compensated at approximately \$15.00 per month. Mr. Schoenfelder stated that applicant is a young man of excellent character and habits, possesses a neat personal appearance, has a pleasing

personality, is a hard worker, and is very popular with the other boys in the fraternity. Mr. Schoenfelder stated that the fact that applicant is a former president of the Sigma Chi Fraternity is a testimonial to the fact that applicant is very well liked by members of the fraternity. Mr. Schoenfelder stated that he can recommend applicant for the position he seeks in the Bureau as he is trustworthy, honest, and is a person who can be depended upon to perform the duties which he is instructed to perform.

At the Farm Credit Administration, Personnel Division, located in the old Southern Building, 13th & E Streets, N. W., Agent was furnished with applicant's application for a position in the Farm Credit Administration. This application, dated March 24, 1933, reveals that Joseph A. Sizoo was born on August 28, 1910; that his previous experience consisted of general clerical and cashier duties, being formerly employed at the Capital Garage. Applicant's personnel record from the Farm Credit Administration reveals that he entered on duty as a file clerk at a salary of \$1200.00 per annum on March 25, 1933, and was discharged without prejudice on May 26, 1933. The position held by applicant was not subject to Civil Service.

At the office of the Sun Oil Company, 14th & W Streets, N. W., Washington, D. C., Agent was advised by Mr. J. B. McCauley, District Manager of the Sun Oil Company, that applicant is manager of a service station located at 14th & W Streets, N. W., and that from \$60.00 to \$70.00 per day comes into his possession as manager of that station. Mr. McCauley advised that applicant is a nice, clean-cut, thoroughly competent young man, who is entirely honest and trustworthy. Mr. McCauley advised that applicant, who earns \$110.00 per month plus a bonus, possesses a pleasing personality and is a very satisfactory worker.

Mrs. R. Adams, who has charge of collections at the Raleigh Haberdasher Clothing Company, located at 1310 F Street, N. W., advised Agent that applicant has always promptly paid his account. Mrs. Adams declined to give any further information in regard to applicant's account.

Miss Mary Grimes in the Credit Department, Hecht Company, advised Agent that applicant opened an account on a \$5.00 per month basis on November 30, 1934. She stated applicant's highest credit has been \$26.52 and that applicant at the present time was \$6.83. Miss Grimes advised that the records reveal applicant has always promptly paid his obligations at the Hecht Company.

Mr. Hughes, Office Manager of the Barry-Pate Motor Company, 1130 Connecticut Avenue, N. W., advised that he had known applicant for a long time and that he is a very fine fellow; that he sold him a car sometime ago when he was employed by a different agency, and that applicant has also purchased a car from the Barry-Pate Motor Company. He stated that this purchase was being financed through General Motors Acceptance Corporation.

At the General Motors Acceptance Corporation, 807 17th Street, N. W., Agent was permitted to inspect the account of applicant, which reflects that on July 19, 1964, he gave the corporation twelve notes of \$24.38 each. Nine of these notes have been paid promptly and three remain to be paid.

There being no further investigation to be made, this case is closed.

- CLOSED -

WRG:TW
67-57645-

June 5, 1935.

Mr. Joseph A. Sizoo,
1312 N Street, N. W.,
Washington, D. C.

Dear Sir:

Reference is made to your application on file in the Federal Bureau of Investigation, U. S. Department of Justice, for appointment to the position of ~~Messenger~~.

In this connection, it is desired that you submit a report on your present physical condition. To this end, you should consult the Medical Officer in Charge, U. S. Public Health Service, Old Post Office Department Building, 12th and Pennsylvania Avenue, N. W., Washington, D. C., submitting the enclosed letter for his attention.

The above report should be forwarded to this office not later than **June 12, 1935.**

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Encl **237754**

12

WRG:TW
67-57045-

June 5, 1935.

Medical Officer in Charge,
U. S. Public Health Service,
Old Post Office Department Building,
12th and Pennsylvania Avenue, N. W.,
Washington, D. C.

Dear Sir:

The bearer of this letter, ~~Mr. Joseph A. Sizoo~~
is a candidate for appointment to the service of the Federal
Bureau of Investigation, U. S. Department of Justice, as
a

Messenger.

In accordance with arrangements previously made, it
is requested that a thorough physical examination be given to
determine the fitness of this candidate for the position in
question.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

1 Copy

1-12

TRG:AHJ

U. S. Department of Justice

BRIEF OF INVESTIGATION

Typing test: no grade.

Age: 24.
Single.

A.B. - George Washington University;
since 1934, " " " " Law School

Pipestone High School,
Pipestone, Minn. 1924-1928.

Applicant's general average was about 87%. Miss Jones, Superintendent, stated that applicant was just above the average high school student and that he graduated 20th in a class of 57.

Los Angeles Junior College,
Los Angeles, Calif.
1929-1931.

Applicant was granted a diploma on the completion of a two year course in Commerce; his grades were exceptionally high, averaging higher than "B".

George Washington University, D.C.
1931-1934, A.B. degree
Law School, since 1934.

Applicant's grades averaged a little less than B. His grades are not available for his law work yet.

Pipestone County Star,
Pipestone, Minn. Paper Carrier
1919-1928.

Mr. Hart, owner, stated that applicant's work was entirely satisfactory.

Brush & Sons, dairy,
Pipestone, Minn.
Milk Man, 1922-1926.

Mr. Brush, former operator, stated that applicant was steady, reliable, honest and of favorable personality.

Salkin & Linoff Department Store,
Pipestone, Minn.
Grocery Clerk, 1926-1928.

Mr. Dooley, former manager, stated that applicant's employment was satisfactory in every respect.

Mullen & Bluett, Los Angeles, Cal.
Delivery Boy, 1928-1931.

Mr. Dunlap, Auditor, stated that applicant's record reflected nothing derogatory.

Capitol Garage, D.C.
Driver, Clerk & Cashier
1931-1933.

Mr. Ellis, Manager, stated that applicant was very intelligent and far ahead of most of the boys who worked in the garage and because of that fact, he had a reputation among the group of garage hands of being opinion that applicant did not deserve such a reputation, be of good habits and who performed his work satis-

Farm Credit Administration, D.C. Verified.
File Clerk , March-May 1933.

Mr. B. B. ...
Mr. B. B. ...
Mr. B. B. ...
Mr. B. B. ...
Mr. B. B. ...
1936, ...
Mr. Harbo ...
Mr. Keith ...
Mr. Lester ...
Mr. Quinn ...
Mr. Schmidt ...
Mr. Schiller ...
Mr. Smith ...
on University
Law School

EXPERIENCE (Continued)

Sigma Chi Fraternity, D.C.
Bookkeeper & Treasurer
Sept. 1933-June 1934.

Mr. Schoenfelder, former president, recommends applicant for the position sought.

Sun Oil Co., D.C.
Manager of Service Station,
since November 1933.

Mr. McCauley, District Manager, stated that applicant is a thoroughly competent young man, who possesses a pleasing personality and who is a very satisfactory worker.

REFERENCES

W. E. Cox, Los Angeles, Calif.
Rev. J. R. McCartney, Bellingham, Wash.
Fred Walz, former high school instructor,
Gerrit De Vries, Postman,
A. R. Stillwell, Cashier of Bank,
Pipestone, Minn.

All references spoke very highly of applicant.

MISCELLANEOUS

Other persons interviewed

Favorable.

Credit Status

Very satisfactory.

Born August 28, 1910 at
Woodstock, Minn.

Verified by school records.

Personal interview with
Special Agent Swenson.

Reports that applicant presents a good personal appearance, is resourceful; mentally alert; is quite impressive; is an ambitious individual; and it is believed that he would develop into a better than average employee. Recommendation - favorable.

OUTSTANDING ENDORSERS

None

W. R. Glavin
W. R. Glavin.

June 5, 1935.

MEMORANDUM FOR MR. SORNBORGER, APPOINTMENT CLERK

It is requested that a letter be prepared appointing the following person to the position indicated in the Federal Bureau of Investigation, effective with entry on duty and payable from the appropriation for "Salaries and Expenses, Division of Investigation".

<u>NAME</u>	<u>POSITION</u>	<u>VICE</u>
Mr. Joseph A. Glazo, Washington, D. C.	Messenger, GS 5, \$1200 per annum, Washington Field Office	An additional position

There are no political endorsements in this case.

Very truly yours,

John Edgar Hoover.
Director.

Approved:

William Stanley,
The Assistant to the Attorney General.

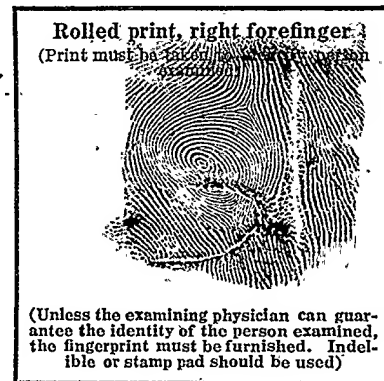
CC: Mr. Sornborger
General Agent
Fiscal Control
Miss Waddle

UNITED STATES CIVIL SERVICE COMMISSION

CERTIFICATE OF MEDICAL EXAMINATION UNDER EXECUTIVE ORDER, JUNE 18, 1923

(APPLICANT MUST FILL IN DOTTED LINES BELOW TO HEAVY LINE)

Joseph A. Sizoo
(Name)
1312 N. St. N.W. Wash, D.C.
(Post-office address)
Male Aug 28, 1910
(Sex) (Date of birth)



What examination did you take? _____
In what Department and Bureau are you to be employed? Dept of Justice
In what City or Town are you to be employed? Washington, D.C.

(PHYSICIAN SHOULD FILL IN THE FOLLOWING)

67 1/4 inches. * 136 pounds. 131 1/2 pounds.
(Height, without shoes) (Weight, in clothing) (Weight, without clothing)

Males, without clothing; females, clothed but without wrap or hat.

Items checked (✓) were examined and found normal. Deviations from normal are noted. (See instructions on back of sheet)

- Eyes: For distance: Without glasses: Right 20 Left 20 With glasses if worn: Right 20 Left 20
(Near vision should be reported in space provided on back.)
Evidence of disease or injury: Right _____ Left _____
Color vision _____ Method of testing color vision 9
- Ears: (Consider denominators indicated here as normal. Record as numerators the actual distance heard.) Ordinary conversation: Right ear 20 ft. Left ear 20 ft.
Evidence of disease or injury: Right ear _____ Left ear _____
- Nose _____
- Mouth _____
- Throat Tracheotomy
- Thyroid (especially in women) _____
- Heart _____
- Lungs: Right _____ Left _____
If organic heart disease is present, is it fully compensated? _____
If history of tuberculosis, has it been arrested for 1 year? _____
- Inguinal rings (men only): Right _____ Left _____
Is truss worn? _____
(Any hernia should be noted, inguinal, ventral, femoral, etc.)
- Varicose veins _____
(If "Yes", state location and degree) Varicocele _____
- Flat foot _____
(If "Yes", state extent of impairment of function)
- Deformities, atrophies, and other abnormalities, diseases, or defects not included above _____

- Scars of serious injury or disease _____
- Nervous system (give symptoms and history) _____
- Urinalysis (see over) _____ Venereal disease _____
- Has applicant ever received pension, compensation, allowance, retired pay, or training because of disability received while in military or naval service? No If "Yes", describe disability and state whether present now _____
- In my opinion, applicant is capable of performing duties involving _____ physical exertion.
(Arduous, moderate, or light)

U. S. P. H. S. Relief Station, P. O. Dept. Bldg.,
(Place of examination)
12th St. & Pa. Ave., N. W., Washington, D. C.
(Date of examination)
The examining physician must be in the Federal service
W. G. [Signature]
(Name of examining physician)
(Title, and branch of medical service)

*For males, to be taken only upon special written request of the official ordering examination.

This report is to be returned to the official of the U. S. Civil Service Commission requesting the examination

The aim of the Executive order of June 18, 1923, and of this examination thereunder is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

NOTES FOR EXAMINING PHYSICIAN

WEIGHT.—Males, without clothing, and also in ordinary clothing without overcoat or hat (weigh twice); females, clothed but without wrap or hat. If overweight, state whether due to bone and muscle or to fat.

HEIGHT.—Without boots or shoes; observe that no appliances are used to increase.

The examination should include the following observations, as to—

1. **EYES.**—Ptosis; discharge; corneal scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as a fraction with 20 feet as numerator and the smallest type read at 20 feet as denominator. If glasses are used, record for each eye the finding with and without glasses.*

2. **EARS.**—Evidence of middle ear or mastoid disease; condition of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.

3. **NOSE.**—Ability to blow through each nostril. If free, a speculum examination would not be indicated.

4. **MOUTH.**—Missing teeth, pyorrhea.

5. **THROAT.**—Tonsils, hypertrophy or disease.

6. **THYROID.**—Presence of tumor in neck and tremor, exophthalmos; nervous high-strung disposition, especially in women.

7. **HEART.**—Murmurs. State whether functional or organic. If valvular disease exists, state whether or not it is fully compensated.

8. **LUNGS.**—It is necessary that the auscultatory cough be used. Tuberculosis; if present, state whether active or arrested, and if arrested your opinion as to how long it has been quiescent. Sputum to be examined for tubercle bacilli in all suspected cases.

9. **INGUINAL RINGS.**—Hernia; no hernia, but impulse on coughing; no hernia or impulse, but abnormally large rings. Any other hernia should be noted, and if present describe fully and state whether it is retained by well-fitting truss.

10 to 13. Scars, deformities, atrophies, paralyses, or flat foot of such a nature as to incapacitate or become aggravated by work or be later alleged as caused by accident or occupation. By "flat foot", as used in this form, is meant a foot with impaired function, the term being equivalent to "fallen or misplaced arch", an abnormal condition. Impairment of function is the point to be noted. It is not intended that small, insignificant blemishes which might be referred to as marks of identification be recorded.

14. This entry should include symptoms and full history of any mental or nervous abnormality.

15. Urinalysis to be made and blood pressure to be taken when especially indicated, particularly in persons over 40 when arteriosclerosis, nephritis, or diabetes is suspected.

Record, if taken—Urinalysis—Sp. gr. _____ Albumen _____ Sugar _____

Blood pressure: Mm. Hg. systolic _____ Mm. Hg. diastolic _____

If tachycardia is present, give pulse rate: Sitting _____ Immediately after exercise _____ Two minutes after exercise _____

REMARKS: _____

(Name of examining physician)

(Title, and branch of medical service)

*Near vision.

What is the longest and the shortest distance at which the paragraph below can be read by applicant: Test each eye separately.

{ Without glasses... R.in. to....in. With glasses, if used... R.in. to....in.
L.in. to....in. L.in. to....in.

With the view of promoting health and efficiency and of minimizing accidents among Federal employees, the heads of the several executive departments and independent establishments having a medical personnel are directed to make such physical examinations of applicants for and employees in the Federal classified service as may be requested by the Civil Service Commission or its authorized representatives.
This order will supplement the Executive orders of May 29 and June 18, 1923 (Executive order September 4, 1924).
Jaeger 1; Snellen .50; Dioptic 37 D.

Examined for position in—

Department _____

Bureau _____

Title of position _____

Number of certificate upon which applicant's name appears _____

FEDERAL BUREAU OF INVESTIGATION

From: Chief Clerk's Office Room 5232

6-29-35

1935.

To: ☒ Director
☐ Mr. Nathan
☒ Mr. Tolson
☐ Mr. Edwards
☐ Mr. Clegg
☐ Mr. Quinn
☐ Miss Gandy
☐ Mr. Egan
☐ Mr. Tamm
☐ Mr. Coffey
☐ Mr. Tracy
☐ Mr. L. H. Richmond
☐ Mr. Douglas
☐ Mr. Swenson
☐ Mr. Baughman
☐ Mr. Schilder
☐ Ident. Division
☐ Files Section
☐ Mechanical Section
☐ Personnel Files
☐ Washington Field Office
☐ Supply Division
☐ Division of Accounts
☐ Miss Sheaffer
☐ M

See Me

FOR APPROVAL TO SEND OUT

Appointment JOSEPH A. SIZOO

Cu 3, \$1200, Messenger, WFO assigned
Files Section

Approved by the Budget

No endorsers

W. R. Glavin.

WRG:TW
67-57045-

July 3, 1935.

Mr. Joseph A. Sizoo,
1315 N Street, N. E.,
Washington, D. C.

Dear Sir:

You are hereby offered an appointment as a Messenger in the Federal Bureau of Investigation, U. S. Department of Justice, in Grade Cu 3, with salary at the rate of \$1200 per annum.

You should notify this office at once if this appointment is accepted by you. Should you accept, you are directed to report to the Chief Clerk, Federal Bureau of Investigation, Room 5230, Department of Justice Building, Pennsylvania Avenue between 9th and 10th Streets, Northwest, Washington, D. C., for oath of office and assignment immediately.

This letter, which should be considered strictly confidential and given no publicity, should be presented when you report for duty. You should also bring with you a recent face photograph of yourself approximately three by four inches in size.

Very truly yours,

John Edgar Hoover,
Director.

CC: Mr. Glavin
Typing ability.

JUL 5 1935	
U. S. DEPT. OF JUSTICE	
FEDERAL BUREAU OF INVESTIGATION	
WASHINGTON, D. C.	

Best Copy Available

July 27, 1934.

8157

Department of Justice

Division No.

Bureau or Office: Federal Bureau of Investigation

Position: 1 - 1 messenger position

Compensation: \$1500 per annum

Location: Field Service

Appropriation: "Salaries and Expenses, Division of Investigation", 1934

Date of Vacancy: An additional position

Justification: The services of this additional employee necessary for appointment in the Washington Field Office are needed in order that the messenger work in that office may be properly and expeditiously handled. The personnel of the Washington Field Office consists of thirty-one Special Agents and six clerical employees, exclusive of stenographers, and it is necessary for the proper functioning of the office that an individual to perform general messenger duties be available. The permanent appointment of this individual is being requested in order that the current work may be handled efficiently.

Joseph A. Sizoo An additional position

I certify that the filling of the above vacant position is absolutely essential in the public interest and that funds will be available for the payment of the salary of this position under the expenditure limitations for the fiscal year 1935. Approval is recommended.

J. E. Hoover

John Edgar Hoover,
Director.

June 27, 1935.

MEMORANDUM FOR MR. EYFANT

This is to advise you that the following messengers who were formerly in the Files Section have been transferred to the office of the Chief Clerk:

J. J. Boyle	H. S. Miller
H. M. Davis	E. A. White
R. W. Levarton	R. G. Fletcher, Jr.
H. R. Mackie	

Messrs. V. W. Hughes, J. A. Sizoo, J. B. O'Leary and H. R. Telford will be assigned to the Chief Clerk's office when they enter on duty.

Other personnel changes affect the following individuals who are to be assigned to the Chief Clerk's office:


Mr. Fred Finley will be in charge of the messenger room.

The transfers of Messrs. C. F. Cayth and C. E. Broach to the Identification Division are being cancelled.

Mr. C. H. Peterson should be instructed to report to the Identification Division, as previously stated, when released by you from his present duties.

Very truly yours,

John Edgar Hoover,
Director.

67-57617-

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D. C. CBS:AH

June 24, 1935.

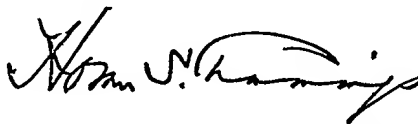
Mr. Joseph A. Sizoo
c/o Federal Bureau of Investigation
Department of Justice

Dear Sir:

You are hereby appointed a Messenger in the Washington Field Office of the Federal Bureau of Investigation, with salary at the \$1200 per annum in Grade Cu 3, effective with entry on duty and payable from the appropriation for "Salaries and Expenses, Division of Investigation", FIELD.

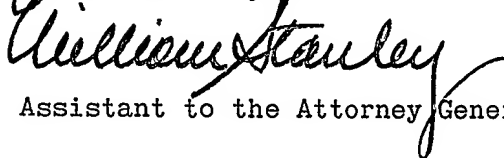
You should execute the required oath of office.

Respectfully,



Attorney General.

By the Attorney General:



Assistant to the Attorney General.

file
wnt
7-5-35

JOHN EDGAR HOOVER
DIRECTOR

Division of Investigation

U. S. Department of Justice
Washington, D. C.

July 13, 1935.

MEMORANDUM FOR MR. TOLSON

No.	9
Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Coffey	
Mr. Hendon	
Mr. Lester	
Mr. Quinn	
Mr. Nease	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Nease	
Mr. Tamm	
Mr. Winterrowd	
Tele. Rm.	
Mr. Holloman	
Miss Gandy	

A search of the files of this Unit fails
to disclose any record of JOSEPH A. SIZOO,
employee, whose fingerprint card has been
retained here. The fingerprint classification
in this case is

					M	
					M	
17	L	25	W	I	(OO)	9 .
	M	4	W	O	(OI)	

Respectfully,

L. C. Schilder
L. C. Schilder.

67-57045-19	
FEDERAL BUREAU OF INVESTIGATION	
JUL 17 1935 A.M.	
U. S. DEPARTMENT OF JUSTICE	
TOLSON file 7-16-35	FIL

I, Joseph A. Sizoo do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Messenger

on which I am about to enter: So help me God.

(Sign here) Joseph A. Sizoo

Subscribed and sworn to before me this) Where born (State only) Minnesota

10 day) Date of birth Aug 28, 1910

of July A. D. 1935) Whence appointed:

State Calif County Los Angeles

Congressional District 117

George J. [Signature]
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty July 10, 1935

Residence 1312 N St. NW.

Do you receive an annuity under the Civil Service Retirement Act? 9/6

filed
7-10-35

✓

Washington, D. C.
July 23, 1935.

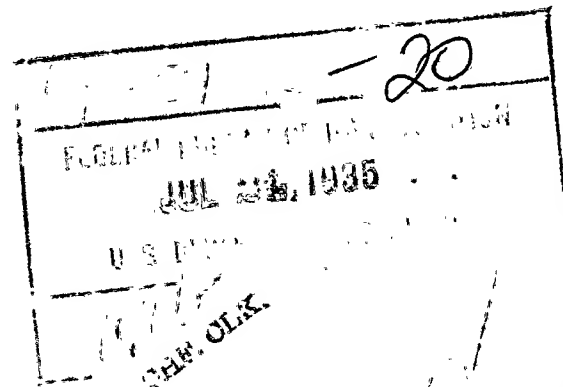
Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Mr. Hoover:

This is to inform you that my address is now
4441 Lowell st. N. W., telephone number, GL. 8956.

Respectfully,

Joseph A. Sizoo.



HCL:AT

June 19, 1935

MEMORANDUM FOR MR. TOLSON

There is submitted below a list of applicants for appointment to the position of Messenger who have been recommended for appointment, but who have not been approved by the budget as of this date. The files of these applicants are attached.

Richard G. Fletcher, Jr. - Investigation being briefed
Carl J. Sorensen - Recommended on June 10, 1935
W. Scott Radeker - Awaiting Budget approval
Joseph A. Sizoo - " " "
~~Horton B. Telford - " " "~~

There is being set out below a list of eleven Messenger applicants who have been placed on the eligible list, but have not been recommended for appointment.

Benjamin P. Collins
Paul A. Gattis
Gareth M. Neville
Bradford C. Redonnett, Jr.
Eugene F. Hinson
Robert F. Welsh
Horace L. Lefferts
Arch P. Kepner
James J. Kelly
Frank T. Jordan, Jr.
James M. Hearn

It is suggested that the above be recommended for appointment in order that they may be ready to send out when vacancies occur.

The files of these men are attached hereto.

Respectfully,

HAL C. DOUGLAS

FEDERAL BUREAU OF INVESTIGATION

Room 5101 8714 1935.

To: Director
 Mr. Nathan
 Mr. Clegg
 Mr. Tamm
 Mr. Edwards
 Mr. Egan
 Mr. Quinn
✓ Mr. Glavin
 Mr. Douglas
 Mr. L. H. Richmond
 Mr. Baughman
 Miss Gandy
 Mr. Tracy
 Mr. Renneberger
 Mr. Scheidt
 Personnel Files Section
 Files Section
 Communications Section
 Miss Sheaffer

Memo to Mr. Director & Rayford
8-17-35 W.P.
See Me

4 Glavin
Send File

Joseph A. Sizoo

Rec Cab 1 - File Clerk

Files Section

attach 30 day

report

Clyde Tolson

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

August 9, 1935.

WRG:EP

MEMORANDUM FOR MR. TOLSON

Re: J. A. Sizoo, Messenger

The following is a thirty-day report covering the above mentioned employee, who entered on duty in this Bureau on July 10, 1935, and who has since that time been assigned to messenger duty in the Communications Section of this office.

Mr. Patterson informed me that he considers Mr. Sizoo the outstanding messenger presently employed in the Communications Section. He stated that he is energetic, thoroughly conscientious, and that he believes Mr. Sizoo will develop rapidly in this service. At the present time Mr. Sizoo has been assigned to assist Mr. Finley in the assorting of mail, and from information received from Mr. Finley and from Mr. Patterson, Sizoo has been handling the work in a very satisfactory manner.

I have had an opportunity to observe this young man and he appears to be a clean cut and business like employee.

Respectfully,

WRG
W. R. Glavin.

67-57045-21

August 17, 1936

MEMORANDUM FOR MR. SORNBORGER, APPOINTMENT CLERK

It is requested that a letter be prepared transferring the following employee of the Federal Bureau of Investigation, as indicated, payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation", DEPARTMENTAL, effective with entry on duty:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Mr. Joseph A. Sizoo	Messenger, Cu 3, \$1200 per annum, Washington Field office	Under Clerk-Typist, Caf 1, \$1260 per annum, vice Charles F. Laycock - transferred

Very truly yours,

John Edgar Hoover,
Director.

Approved:

Harold E. Stephens,
The Assistant to the Attorney General.

CC: Mr. Sornborger
General Agent
Fiscal Control
Miss Waddle

67-51045-22

V

✓

5

August 17, 1935

MEMORANDUM FOR MR. GLAVIN

This is to advise you that Mr. Joseph A. Sizoo, Messenger in the Communications Section, is being transferred to an Under Clerk-Typist position in the Files Section, Grade Caf 1, with salary at the rate of \$1260 per annum.

He should be directed to report to Mr. Seyforth for assignment when released by you from his present duties.

Very truly yours,

John Edgar Hoover,
Director.

67-51045-23

CC: Mr. Seyforth

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

August 22, 1935

MEMORANDUM FOR MR. TOLSON.

5/1/37

JEB

With regard to the directed transfer of Joseph A. Sizoo, messenger in the Communications Section, to the Files Section, may I respectfully suggest that Mr. Sizoo be retained in his present position, for the reason that his services are almost indispensable in the Communications Section. The work in the messenger room has increased to such an extent that Mr. Finley, in charge thereof, cannot possibly handle, alone, the physical volume of mail coming through that room. Mr. Sizoo acts as an unofficial assistant to Mr. Finley, all of his time being occupied with the routing of the mail. He does not undertake any messenger runs except in emergencies.

Approximately three weeks are required to break in a new man on this position so that the work can be done efficiently and without error. Mr. Sizoo has been handling this work, without supervision, for the past two weeks and should it be necessary to break in a new man for this position, the work of the messenger room would be greatly handicapped.

Mr. Sizoo's work has been outstanding and he possesses ability above the average.

Respectfully,

W. R. Glavin.

67-57045-24

September 6, 1955.

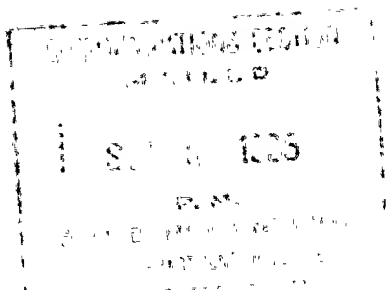
MEMORANDUM FOR MR. SAWYER

This is to advise you that Mr. J. A. Sizoo will not report to you for assignment in the Files Section as previously stated inasmuch as he is to remain assigned to the Chief Clerk's office.

Very truly yours,
For the Director,

Harold Nathan,
Assistant Director.

-25-



September 5, 1935.

Mr. Joseph A. Lisco,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Lisco:

It is with pleasure that I am enclosing
herewith this letter from the Attorney General,
advising you of your retention from 1933, per
annum, in grade GS-1, to 1934 per annum, in
grade GS-1, effective September 1, 1935.

Sincerely yours,

J. Edgar Hoover,
Director.

Encl.

CC: Mr. Glavin.

Mr. Nathan
Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy

7-51 15-26

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D.C.

HGP:11.

August 17, 1935.

To Mr. Joseph A. Sizoo,
Federal Bureau
Division of Investigation,
Department of Justice.

Sir:

You are hereby transferred from one position to another in the
Federal Bureau
Division of Investigation as indicated below:

<u>FROM</u>		<u>TO</u>	
Washington Field Office			
Position	Messenger	Position	Under Clerk-Typist
Grade	Cu-3	Grade	GS-1
Salary	\$1100 per annum	Salary	\$1260 per annum
Appropriation "Salaries and Expenses, Federal Bureau of Investigation", FIELD.		Appropriation "Salaries and Expenses, Federal Bureau of Investigation", DEPARTMENTAL. Effective with entry on duty.	
		To succeed Charles F. Laycock, transferred.	

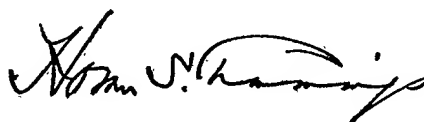
You should execute the required oath of office.

Respectfully,

By the Attorney General:

Gerald M. Stephens

Assistant to the Attorney General.



Attorney General.

4441 Lowell St. N. W.
Washington, D. C.
Sept. 16, 1935.

Hon. J. Edgar Hoover,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

I wish to express my sincere appreciation for the recent increase in grade and salary afforded me.

I assure you that my best efforts will be given in performing any duties which may be assigned to me.

Sincerely yours,

Joseph A. Sizoo.
Joseph A. Sizoo.

SEP 20 1935

67-57045-21

J. Edgar Hoover
W. J. Clegg
W. J. Clegg

Mr. Nathan
Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Mr. Gandy

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

September 23, 1935.

JDS:ERM

MEMORANDUM FOR MR. TOLSON

Re: JOSEPH A. SIZOO -
Employee in Service,
Communications Section.

The above employee was given
a typing test this date. He made no
grade on the examination.

Respectfully,

J. D. Swenson

J. D. Swenson.

67-57045-28

I, Joseph A. Vigor do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Under clerk - Typist
on which I am about to enter: So help me God.

(Sign here) Joseph A. Vigor

Subscribed and sworn to before me this) Where born (State only) Minnesota

16 day) Date of birth Aug. 28, 1910

of September A. D. 193) Whence appointed.

State Calif County Los Angeles, Calif.
Congressional District 17

George J. Ross
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty Sept 1, 1935

Residence 4441 Lowell St. N.W. Washington, D.C.

Do you receive an annuity under the Civil Service Retirement Act? No

Acc
Curtis
9-16-35

September 23, 1935

MEMORANDUM FOR MR. GLAVIN

This is to advise you that Mr. Joseph A. Sizoo received a grade of zero on the typing test of September 25, 1935. He should be advised of this rating.

Very truly yours,

John Edgar Hoover,
Director.

100-37145-29

COMMUNICATIONS SECTION
MAILED
SEP 26 1935
U.S. DEPT. OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

The confidential character of the relations of the employees of the Federal Bureau of Investigation with the public is fully understood by me, and the strictly confidential character of any and all information secured by me in connection directly or indirectly with my work as a Under Clerk Typist of the work of other employees of which I may become cognizant, is fully understood by me, and neither during my tenure of service with the Federal Bureau of Investigation nor at any other time will I violate this confidence, nor will I divulge any information of any kind or character whatsoever that may become known to me to persons not officially entitled thereto.

Joseph A. Fitzgerald

Subscribed and duly sworn to
before me by the above named,
this 11 day of Nov., 1935.

Wm. C. Jackson 67-57045-30
Notary Public

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
WASHINGTON, D. C.
September 16, 1935.

WRC:HP

MEMORANDUM FOR THE DIRECTOR

Re: COMMUNICATIONS SECTION

In view of the beginning of the fall school year, it has been found necessary to make certain changes in assignment in the Communications Section. For your information and approval, the following assignments have been made:

Telephone Switchboard Operators

8:00 a.m. - 3:30 p.m.	H. H. Good
4:30 p.m. - 12:00 midnight	J. H. Wells
12:00 midnight - 8:00 a.m.	G. A. Buchholz
Relief duty	F. A. Snyder

Teletype Operators

8:00 a.m. - 4:00 p.m.	H. H. Rice
11:00 a.m. - 7:00 p.m.	R. W. Linkel
4:00 p.m. - 12:00 midnight	C. K. Smith
12:00 midnight - 8:00 a.m.	P. C. Arnes
Relief Operator	G. L. Sheppard

With further reference to the Communications Section, I recommend that E. A. Leverton, presently on relief duty in the Teletype Room, be assigned to the Publication Section to replace Mr. Greyke, who has resigned. Leverton is an excellent typist and I believe can satisfactorily handle the work presently assigned to Mr. Greyke.

It is requested that J. A. Sizoo, presently assisting Mr. P. C. Linley in the Messenger Room, be re-assigned to assist the Supply clerks in this office. If this change in assignment is approved, I recommend that LeRoy Haskell be assigned to replace Sizoo.

I want to advise you further that at the present time there are several Messengers available for transfer to Mr. Boyfarth's section from the Communications Section.

Respectfully,

/s/ A. C. Glavin.

61-50-11111

Joseph A. Sizoo.

Sept. 23, 1935.

Communications Section

Conflicting claims between the Dominion of Newfoundland and the Province of Quebec over the Labrador Peninsula have caused unsatisfactory litigation since 1900, as both Newfoundland and Quebec have granted concessions to identical areas of land in the interior of Labrador. By common consent the conflicting claims were referred by Newfoundland and Quebec to the judicial committee of the privy council, who heard the arguments of the opposing counsel in December, 1926. The decision of the privy council, which is binding on both parties, was announced on March 1, 1927, and by a unanimous opinion the Newfoundland claim to the whole of the Labrador watershed draining into the Atlantic Ocean was practically upheld.

According to the decision, the boundary between Canada and Newfoundland in the Labrador Peninsula is a line drawn due north from the eastern boundary of Anse Sablon, as far as 52 degrees north latitude, thence westward along that parallel until it reaches the Romaine River, then northward along that river and its headwaters on height of land, thence westward and northward along the crest of the watershed of the rivers flowing into the Atlantic Ocean, until it reaches Cape Chidley. It has been reported that exactly the area tributary to the Romaine River, on which the decision is assumed to rest. No action has yet been taken by the Newfoundland government on the numerous requests for concessions which have been received since the announcement of the decision.

The economic value of the disputed territory, covering about 120,000 square miles, exists in its fisheries, forests, waterpower, and mineral wealth. There is practically no permanent population, except a few Esquimaux and Indian trappers, and no accurate surveys have been made of the resources of the area. Each summer several thousand Newfoundland families go to the Labrador coast to catch an "cure cod fish"; in 1926, the catch amounted to 750,000 quintals (1 quintal equals 112 pounds) valued at \$3,000,000. The greater part of the forest area is practically inaccessible, and the resources may be said to be potential rather than actual. The coast is bare and forbidding, but the interior valleys are well wooded with spruce that has large potential value as pulp wood. The largest pulp-wood concession at present is the Lake Melville tract of 10,000 square miles. The waterpower resources of the peninsula are almost unlimited. Grand Falls on the Hamilton River above Lake Melville is said to be the greatest and most spectacular falls in North America. It is 302 feet in height, with an estimated discharge of 50,000 cubic feet of water per second. Very little is known respecting the mineral wealth of the area.

11:54 to 12:08 (14)

S-84
11-

No index

November 22, 1935.

MEMORANDUM FOR MR. SORNBORGER, APPOINTMENT CLERK

It is requested that letters be prepared transferring the following employees of the Federal Bureau of Investigation, as indicated, payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation", DEPARTMENTAL, effective with entry on duty:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Joseph A. Sizoo	Under Clerk-Typist, Caf 1, \$1260 per annum	Assistant Clerk-Typist, Caf 3, \$1620 per annum - vice an additional position identical with Master Sheet #1195
Clifton W. Whaling	Junior Clerk-Typist, Caf 2, \$1440 per annum	" "
Thomas J. Scott	" "	" "
Francis B. McGivern	" "	" "

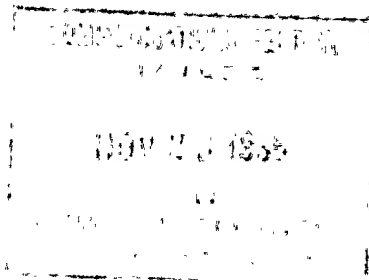
Very truly yours,

John Edgar Hoover,
Director.

Approved:

Brien McMahon,
Acting Assistant to the Attorney General.

CC: Mr. Sornborger
Fiscal Control
General Agent
Miss Waddle



- 31

WRG:EP

November 18, 1935.

MEMORANDUM FOR MR. TOLSON

Pursuant to your instructions I am submitting below recommendations with respect to re-allocation of grades for the following employees presently assigned to the Chief Clerk's Office:

<u>Name of Employee</u>	<u>Present Grade and Salary</u>	<u>Latest Efficiency Rating</u>	<u>Recommended re-allocation by Grade and Salary</u>
Mrs. A. T. Wentz	Caf-2 \$1440	Excellent	Caf-3 \$1680
H. B. Long	Caf-2 1440	Very Good	Caf-3 1680
R. H. Burkert	Caf-2 1440	Very Good	Caf-3 1680
G. A. Nease	Caf-2 1440	75	Caf-3 1680
T. J. Scott	Caf-2 1440	Good	Caf-3 1620
W. C. Jackson	Caf-4 2040	Excellent	Caf-5 2400 *
J. W. Mercer	Caf-3 1620	Excellent	Caf-4 1860
<u>J. A. Sizoo</u>	Caf-1 1260	None Submitted	Caf-3 1620
G. J. Ross	Caf-4 1980	Excellent	Caf-5 2400
M. P. Callahan	Caf-2 1440	Very Good	Caf-3 1680
C. W. Whaling	Caf-2 1440	Good	Caf-3 1620
O. H. Patterson	Caf-4 1860	90.85	Caf-5 2100 *
E. J. Coble	Caf-2 1680	Very Good	Caf-3 1860 *
G. W. Gutteridge	Caf-2 1440	Very Good	Caf-3 1680
F. B. McGivern	Caf-2 1440	Good	Caf-3 1620

In connection with the recommended salaries with respect to the employees listed above there has been included an increase of \$60 per annum for those employees receiving a rating of "Excellent" or "Very Good" in the last efficiency rating and an increase of \$100 per annum for those employees who are being re-allocated from grade Caf-4 to Caf-5 inasmuch as the unit increase in Caf-5 is \$100 instead of \$60.

* Messrs. W. C. Jackson and O. H. Patterson were granted administrative increases on August 16, 1935, and Mr. E. J. Coble on August 1, 1935, and for that reason further administrative increases are not being recommended at this time.

Respectfully,

W. R. Glavin.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

WRG:EP

December 26, 1935.

100-57111-32

MEMORANDUM FOR MR. TOLSON

Re: J. A. ⁰SIZOO

There is submitted a thirty-day report covering the above mentioned employee.

Mr. Sizoo was assigned to duties with the Movement Clerks on November 22, 1935. I have observed the manner in which he is performing his work and I have found that he had no difficulty whatsoever in acquainting himself with the work and is at the present time doing a good job.

I believe Sizoo has possibilities of developing into an excellent employee in this Bureau. He is hard-working; conscientious; and entirely loyal.

Respectfully,

W. R. Glavin
W. R. Glavin.

100-57111-32

DEC 28 1935

W. R. Glavin

i

Joseph A. Sizoo.
Chief Clerk's Office.
December 23, 1935.

Conflicting claims between the Dominion of Newfoundland and the Province of Quebec over the Labrador Peninsula have caused unsatisfactory litigation since 1902, as both Newfoundland and Quebec have granted concessions to identical areas of land in the interior of Labrador. By common consent the conflicting claims were referred by Newfoundland and Quebec to the judicial committee of the privy council, who heard the arguments of the opposing counsel in December, 1926. The decision of the privy council, which is binding on both parties, was announced on March 1, 1927, and by a unanimous opinion the Newfoundland claim to the whole of the Labrador watershed draining into the Atlantic Ocean was practically upheld.

According to the decision, the boundary between Canada and Newfoundland in the Labrador Peninsula is a line drawn due north from the eastern boundary of Anse Sablon, as far as 52 degrees north latitude, thence westward along that parallel until it reaches the Romaine River, then northward along that river and its headwaters or height of land, thence westward and northward along the crest of the watershed of the rivers flowing into the Atlantic Ocean, until it reaches Cape Chidley. It has been reported that exactly the area tributary to the Romaine River, on which the decision is assumed to rest. No action has yet been taken by the Newfoundland government on the numerous requests for concessions which have been received since the announcement of the decision.

The economic value of the disputed territory, covering about 120,000 square miles, exists in its fisheries, forests, waterpower, and mineral wealth. There is practically no permanent population, except a few Esquimaux and Indian trappers, and no accurate surveys have been made of the resources of the area. Each summer several thousand Newfoundland families go to the Labrador coast to catch and cure codfish; in 1926, the catch amounted to 750,000 quintals (1 quintal equals 112 pounds) valued at \$3,000,000. The greater part of the forest area is practically inaccessible, and the resources may be said to be potential rather than actual. The coast is bare and forbidding, but the interior valleys are well wooded with spruce that has large potential value as pulp wood. The largest pulp-wood concession at present is the Lake Melville tract of 10,000 square miles. The waterpower resources of the peninsula are almost said to be the greatest and most spectacular falls in North America. It is 302 feet in height, with an estimated discharge of 50,000 cubic feet of water per second. Very little is known respecting the mineral wealth of the area.

12:37 to 12:49 (12)

S-94-
H-68
2/160
80%

URGENT

December 26, 1935

MEMORANDUM FOR MR. CLAYTON

This is to advise you that employees in the Chief Clerk's office received the following grades on the typing reexamination:

G. Lawrence Rice	65%
Joseph A. Sizoo	70%
Wade H. Allen	73%
Richard B. Finkel	75%

The above employees should be advised of the grades received.

Very truly yours,

John Edgar Hoover,
Director.

67-25722-31

Best Copy Available

December 14, 1935.

MEMORANDUM FOR THE DIRECTOR

Subject: From above:

This is to advise you that employees of the Chief Clerk's Office received the following grades on the typing test:

Mr. Joseph M. Wilson 135

The above employee should be advised of the grades received.

Those employees who failed to receive passing grades should be advised that they will be given an opportunity to take a re-examination at an early date.

Very truly yours,

John Edgar Hoover,
Director.

100-100000-1000

Mr. Joseph A. Sizoo.

In comparison of the relative equipment and conduct of the school systems of the world it is generally admitted that the United States ranks high. According to the latest figures available, the value of school property in the United States amounted in 1924 to \$3,744,730,714, while the average value of school property per pupil enrolled amounted in the same year to \$154. Necessarily the rapid growth of the school system has been attended also by rapid progress on the part of manufacturers of school supplies and equipment. Lately competition has become so keen in the domestic market that many manufacturers of this class of goods have begun sales campaigns in foreign countries. The largest potential markets for school furniture and equipment--as in the case of furniture in general--is in Latin America, where the school systems are rapidly being remodeled and modernized, principally along the lines found in the United States. There is a slight, though steady, increase in the amount of school and church furniture, and maps and charts, exported from the United States to Central and South America for the ~~period~~ three-year period 1923 to 1925.

Direct supervision of the national schools of the Republic of Panama is in the hands of the Secretary of Public Instruction, who is a member of the President's Cabinet of the Federal Government. The Secretary of Public Instruction also exercises a certain amount of control over all educational institutions of a private character in the territory of the Republic. The Panama Canal has an excellent school system, including a high-school course based on the best American educational standards for training the children of American employees and others residing in the Canal Zone. Many of the features of the Panama Canal Zone school system have been adopted by the Department of Public Instruction of the Panamanian Government. In comparison with other Latin American countries, Panama has a good school system, and there are excellent prospects for its further improvement in the near future.

In the past three years school furniture exported from the United States to South America has more than doubled in value. In 1923, school and church furniture valued at \$10,512 was exported to the countries of South America, while in 1925 exports of this commodity were worth \$40,494. Of this amount, Colombia proved the largest purchaser, taking \$4,454 in 1923 and \$13,614 in 1925. The Colombian schools, however, are inadequate for schools in the small cities are inadequately furnished with school supplies. There is a growing movement to improve the educational facilities of the country and the introduction from time to time of improved and modern equipment may be confidently anticipated.

S-90
H-46
2/13/25
65/10

12 1/2

WAG:EP

December 6, 1935.

MEMORANDUM FOR MR. QUINN

With reference to the attached memorandum dated December 4, 1935, regarding the Director's Movement Books I desire to inform you that at the time I submitted this memorandum I had not had an opportunity of ascertaining whether the Guide Card which was missing in the Director's Book had been torn off.

When the books were changed yesterday morning, December 5, Mr. Wilson examined the book and found that the Guide Card had slipped into the bottom of the box. It appears that the Clerks in making the changes had permitted the Guide Card to slip down in the bottom of the box and in replacing a Movement Card, had failed to note that the Guide Card was not in its proper place.

You may rest assured that you will have no further difficulty with matters such as this.

Respectfully,

W. R. Glavin.

Enclosure.

Very sincerely,
J. E. H.

*Very Sincerely
J.E.H.*

67-38100-00

WRC:KP

December 4, 1935.

MEMORANDUM FOR MR. QUINN

With reference to your call regarding the incorrect placing of the movement books in the Director's desk, I desire to inform you that I have spoken with Mr. C. H. Wilson, in charge of the Movement Books, regarding this matter. Clerks Johnson and Sizoo, assigned to the Movement Book work, placed the Movement Books in the Director's desk this noon. They stated that they were of the opinion that these books had been placed alphabetically correct. They can give no explanation as to the reason for their placing the books in the desk incorrectly.

With reference to the Guide Card for the letter "PW", I reviewed the books we have here and find that all Guide Cards are inserted.

Mr. Wilson informed me that it may be possible that in opening the desk, the celluloid tab of the Guide Card got caught on the top of the drawer and was torn off. Mr. Wilson stated that he finds it necessary to replace these Guide Card tabs at times in view of the fact that they sometimes catch on the top of the drawer space. The boxes, themselves, have already been shaved off lowering them so that they would fit in the desk drawers.

I have informed Mr. Wilson that there can be no repetition of matters such as this; that the utmost care must be taken in the keeping of these books; and that any future delinquencies will be dealt with administratively.

Respectfully,

W. R. Glavin.

67-3000-21

WEG:TW

67-57045

December 28, 1935.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Sizoo:

It is with pleasure that I am
enclosing a letter from the Attorney
General advising you of your promotion
from \$1260 per annum in Grade Caf 1, to
\$1620 per annum in Grade Caf 3, effective
December 1, 1935.

Sincerely yours,

John Edgar Hoover,
Director.

Encl.

100-11-33

CC: Mr. Glavin

15

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D.C. 20530

November 10, 1933.

To Mr. Joseph L. Hines,
Room 1
Division of Investigation,
Department of Justice.

Sir:

You are hereby transferred from one position to another in the
Federal Bureau
Division of Investigation as indicated below:

<u>FROM</u>	<u>TO</u>
Position Chief Clerk-Typist	Position Assistant Clerk-Typist
Grade GS-1	Grade GS-3
Salary \$1860 per annum	Salary \$1920 per annum
Appropriation Division of Investigation, Federal Bureau of Investigation, Department of Justice.	Appropriation Division of Investigation, Federal Bureau of Investigation, Department of Justice.
	Effective 11/1/33 on duty.
	To succeed additional position.

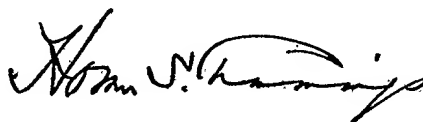
You should execute the required oath of office.

Respectfully,

By the Attorney General:

(Signed) Brian McMahon

Assistant to the Attorney General.



Attorney General.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

January 10, 1936.

Mr. John Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Pennsylvania Avenue at Ninth Street, N. W.,
Washington, D. C.

Dear Sir:

I wish to express by sincere appreciation
for the recent increase in salary accorded me, and
to assure you that I shall always endeavor to
perform my duties in an efficient manner.

Sincerely yours,

Joseph A. Sizoo.
Joseph A. Sizoo.

Mr. Nathan
Mr. Tolson
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Foxworth
Mr. Harbo
Mr. Joseph
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy
.....
.....

JAN 14 1936

67-57645-34

Joseph A. Sizoo
W. J. [unclear]

HC:tw

January 2, 1936.

MEMORANDUM FOR MR. TOLSON

There is shown below the errors made by employees of the Chief Clerk's Office for the month of December, 1935:

	<u>Typographic</u>	<u>Substance</u>	<u>Omission</u>	<u>Total</u>
Cepato, Elvira	1	1		2
Connor, J. A.	2		1	3
Connor, T. J.	2		1	3
Cook, M. R.	1			1
Crisp, Eabel F.	1		1	2
Dowling, Mary E.	4			4
Downes, H. E.	1	1		2
Fletcher, Frances	2			2
Grant, Anna E.	1			1
Helwig, Mary K.	1		1	2
Hickman, Walter	3			3
Johnson, L. E.		1	1	2
Knott, Doris	1		1	2
Kuntz, Ruth	2	1		3
Lee, Claude K.	1			1
Loftus, Rita H.			1	1
Long, B.	3	2	1	6
Molesworth, Anita	3	2		5
Nease, Gordon A.	1	2		3
Phillips, Elizabeth	5	1	1	7
Pyles, Garland E.	2		1	3
Russell, Claire	2			2
Schwartz, Dorothy L.	2			2
Scott, Thomas J.		3		3
Sisco, Joseph A.	2	1	3	6
Snouffer, Margaret		2		2
Venka, Anne T.	1	3		4
West, Thomas J.			1	1
Wilson, Edward C.	2	2		4
Wolfe, B. E.	1			1
	<u>19</u>	<u>12</u>	<u>14</u>	<u>45</u>

Respectfully,

W. E. Glavin.

67-22-011-1

I, Joseph A. Nigro do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Assistant Clerk Typist

on which I am about to enter: So help me God.

(Sign here) Joseph A. Nigro

Subscribed and sworn to before me this 31st day) Where born (State only) Minnesota
of December A. D. 1935) Date of birth Aug 28, 1910
Whence appointed

State _____ County _____

Congressional District _____

Wm. C. Jackson
Notary Public

X-----X
:
: SEAL :
:
X-----X

DEC 1 1935
Date of entry upon duty _____

Residence 4441 Lowell St. N.W.

Do you receive an annuity under the Civil Service Retirement Act? No.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

January 8, 1936.

Mr. John Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

In accordance with the Manual of Rules and Regulations, I wish to submit the following information concerning myself:

- a. Married.
- b. Presbyterian Church.
Sigma Chi Fraternity.
Gate and Key (Honorary Activities Fraternity)
- c. Los Angeles, California.
- d. A. B. degree
George Washington Univ. Law School
(2nd year)
- e. Mrs. Dorothy Sizoo, wife,
1461 Girard St., N.W.
Apartment 42
- f. Mrs. Dorothy Sizoo, wife, temporarily
employed by Census Bureau.

Respectfully,

Joseph A. Sizoo
Joseph A. Sizoo.

67-57045-34X

K WTH

7

January 11, 1936.

MEMORANDUM FOR MR. TOLSON.

This is to advise that my address at
present is 1461 Girard St., N. W.

Respectfully,

Joseph A. Sizoo.

35

April 4, 1936.

MEMORANDUM FOR MR. TOLSON

This is to advise that my telephone number
is Columbia 6708-R.

Respectfully,

⁰
Joseph A. Sizoo.

61-5-36

WPA
✓

February, 1926

HEROES

	<u>Typographical</u>	<u>Substance</u>	<u>Union</u>	<u>sion</u>	<u>Total</u>
Alley, W. H.	1				1
Caputo, Ellis	1		2		3
Connor, T. J.	2	1	1		4
Connors, J. A.		1	2		3
Downes, H. P.	3	1			4
Fletcher, Frances	1	1			2
Helwig, Mary K.		1			1
Jacobs, A. H.			1		1
Johnson, Lyle		1	1		2
Lee, C. K.			1		1
Loftus, Rita M.	1				1
Long, H. B.		1			1
Micek, A. J.	1		2		3
Nesse, G. A.	2				2
Phillips, E.	1	4			5
Pyles, G. E.			1		1
Russell, Claire			1		1
Scott, Tom	1	2	1		4
Sizeo, J. A.	1	1			2
Snouffer, Margaret		1			1
Startz, D. L.	2	1	1		4
Stetz, A. T.	1	2			3
Shalling, C. W.			1		1
Gilson, C. R.			1		1
Gilson, R. C.		4	4		8
Total	18	22	20		60

67-8 2007 572

January, 1936

INFORMS

	<u>Typographical</u>	<u>Substance</u>	<u>Omission</u>	<u>Total</u>
Alley, W. H.	1			1
Callahan, N. P.	1			1
Connor, T. J.		5		5
Connors, J. A.	1	4		5
Cooke, M. R.	1		2	3
Downes, H. E.		1		1
Fletcher, Frances			1	1
Helwig, Mary E.	3		1	4
Hickman, Walter	3			3
Hudson, Grace	1	1		2
Knefe, S. C.		1		1
Lee, C. K.	2	2	1	5
Loftus, Edith M.		1		1
Long, H. B.	1		1	2
Mason, E. R.	1			1
Mills, Mary E.	1			1
Nease, G. A.	1			1
Phillips, E.	1	3	1	5
Pyles, G. E.	2			2
Russell, Claire	2			2
Swartz, D. L.	1	2		3
Scott, T. J.	1			1
"Slaco, J. A."	1	1		2
Snouffer, Margaret	2			2
Tantz, A. T.	3	1		4
Tent, Thelma		1		1
Whaling, C. W.			1	1
Wilson, E. G.	2	3	1	6
Total	32	26	9	67

67-80001-47

100

January 14, 1936

MEMORANDUM FOR C. GLAVIN

This is to advise you that employees in the Chief Clerk's Office received the following grades on the recent typing reexamination:

Mr. Wade H. Alley	34%
/ Mr. Joseph A. Sizoo)	85%
Mr. Richard W. Finkel	80%

Miss Elizabeth F. Phillips received 88% on the recent stenographic reexamination.

The above employees should be advised of the grades received.

Very truly yours,

John Edgar Hoover,
Director.

Joseph. A. Sizoo.
Room 5509, Chief Clerk's Office.

Industry in America started as a matter of small enterprises and individual proprietorship. At the beginning of our Government the overwhelming majority of our people were small farmers and our manufacturers were confined to meeting the extremely modest needs of such a simple population. Then with the great era of steam, of the factory, of the corporation came a second period of concentration of ownership and resulting power. Control over our railroads and the new giant manufacturing industries became concentrated in comparatively few hands and this process went on until it seemed likely that the entire power over industrial America might eventually become vested among a handful of men. The political life of America for the last generation has been colored by fears and forebodings which that situation evoked. Now, almost without knowing it, American industry has entered upon a third period. The ownership of our business, particularly of our public utilities, is being expanded. The stock and other securities which represent that ownership are being more and more widely held among greater and greater numbers of our citizens. The change has been so marked that it is amounting almost to a revolution and yet it has come so quietly that many of us had not realized that it was on its way. Just as public opinion controls the operation of our laws, so it more and more controls the conduct of our industries. Upon that public opinion the new proprietorship is producing a most potent change.

We suggest that the supervision of the anthracite industry provide for the publication of reliable weekly reports of sales by the operators. The anthracite-consuming section of our country should be divided into districts. The operators should then report the tonnage sold into each district together with the purchase price. We suggest that each retailer be required to report the tonnage delivered to him each month together with the purchase price. This would give the necessary publicity for checking excessive retail margins. Retailing should be reorganized on the basis of efficiency so as to bring about the minimum ton cost of handling, storing, and delivery. The number of retailers should be reduced to a minimum so that adequate profit will come only from handling a large tonnage. The retailer should encourage purchase by the consumer in dull seasons by means of adequate differentials. The consumer should benefit proportionately from any facilities he may install that will reduce the cost of delivery. We suggest also that all brokers be licensed and that resales be prohibited. The transportation charges on domestic fuel should be based upon the cost of service. Fuel freight rates should not be expected to make up losses from carrying other commodities.

12:12 to 12:25 (12:12)

S-90
H-82
112
8690
J

WRG:TW

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: Mr. Joseph P. Lingo

Date: June 10, 1936

Present Status

1. Title: Assistant Clerk-Typist

2. Grade: Caf 3

3. Salary: \$1070 per annum

4. Seat of Government: (☒)
Field: (☐)

5. Division:

6. Appropriation: *Salaries and Expenses,
Federal Bureau of InvestigationProposed Change

7. Title: Assistant Clerk-Typist

8. Grade: Caf 3

9. Salary: \$1070 per annum

10. Seat of Government: (☐)
Field: (☒)

11. Division:

12. Appropriation: *Salaries and Expenses,
Federal Bureau of Investigation

13. Effective: July 1, 1936

14. Position: Additional: (☐)
Vice:

Identical:

15. Remarks:

CC: Chief, Audit Section
Miss Faddle

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:

Efficiency ()

Date

Initial

Average provision ()

approved:The Administrative Assistant
to the Attorney General.

Funds certification:

approved:The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

- 37

June 5, 1936.

MEMORANDUM FOR MR. TOLSON

Re: Administrative Promotions -
Clerical Employees Assigned
to the Chief Clerk's Office

In conformance with instructions heretofore issued, I respectfully recommend that the following employees presently assigned to the Chief Clerk's Office, all of whom have received an efficiency rating of either "Very Good" or "Excellent", be considered for promotions as below listed:

<u>Name</u>	<u>Grade and Salary</u>	<u>Efficiency Rating</u>	<u>Recommendation</u>
Mr. Wade H. Alley	Caf 3 \$1620	Very Good	\$60 increase
Mr. Lyall E. Johnson	Caf 3 1620	Very Good	\$60 increase
Mr. "J. A. Sizoo"	Caf 3 1620	Very Good	\$60 increase
Mr. C. H. Wilson	Caf 3 1680	Excellent	Caf 4, at \$1800. This employee is supervising three employees in Caf 3 and I believe his position in charge of the Movement Clerks rightfully should be allocated to Caf 4
Mr. W. C. Jackson	Caf 5 2400	Excellent	\$100 increase
Mr. J. B. Mercer	Caf 4 1860	Very Good	Recommend no change. Appointment as Special Agent (A) has been offered this employee
Mr. M. Singen	Caf 3 1680	Very Good	Recommend no change. Same as Mr. J. B. Mercer
Mr. C. W. Whaling	Caf 3 1620	Excellent	\$120 increase
Mr. E. C. Wilson	Caf 4 1860	Excellent	\$60 increase

Respectfully,

W. R. Glavin.

67-5200-17

MARCH, 1936

ERRORS

	<u>TYPOGRAPHICAL</u>	<u>SUBSTANCE</u>	<u>OMISSION</u>	<u>TOTAL</u>
Alley, W. H.		2		2
Caputo, Elvira			2	2
Connors, J. A.			1	1
Connor, T. J.	1			1
Downes, H. E.	2			2
Johnson, L.		1	1	2
Jacobs, A. H.		1		1
Keefe, S. C.	1		1	2
Micek, A.			1	1
Long, B.		1		1
Mercer, J. W.			1	1
Phillis, Mary E.	2	1		3
Ponzo, G. A.		1	1	2
Phillips, E.	2	2	1	5
Pyles, G.		1		1
Russell, Claire		2		2
Scott, T.	3	1		4
✓ Sizoo, J. A.	1		1	2
Singman, H.			1	1
Snouffer, Margaret	1			1
Wentz, A. T.	1			1
West, T.	1			1
Wilson, G. R.		2		2
Wilson, E. C.	1	1		2
TOTAL	16	16	11	43

67

WRG:TW
67-57045

July 31, 1936.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Sizoo:

It is with pleasure that I am enclosing
a letter from the Attorney General advising you
of your promotion from \$1620 per annum to \$1680
per annum in Grade Caf 3, effective July 1, 1936.

Sincerely yours,

John Edgar Hoover,
Director.

Enclosure #1047909.

CC: Mr. Glavin

61-1000-38

1047909

8

100

1. Name: [redacted]
 2. Address: [redacted]
 3. City: [redacted]

[illegible]

By the Attorney General:

Fiscal Control 112

JUNE, 1936

ERRORS

	Typographical	Substance	Omission	Total
Donner, J. A.	1			1
Crisp, M. E.			1	1
Finley, L.	1			1
Fletcher, T.		1		1
Hanes, H. A.	2	1	1	4
Helwig, M. E.	1	1		2
Jackson, W. C.		1		1
Johnson, L. E.	1			1
Keefe, S. G.	2		1	3
Loftus, R. M.		1		1
Long, H. B.	2	1	5	8
Mills, M. D.	2	3	3	8
Nease, G. L.		1	2	3
Pyles, G. L.		1		1
Russell, C.	1		1	2
Scott, T. J.	2			2
Schwartz, E.	1			1
Sizoo, J. A.	1			1
Snouffer, A.	1	1	1	3
West, Thelma			1	1
Wilson, C. H.	1			1
Wilson, L. C.	<u>3</u>	<u>2</u>	<u>—</u>	<u>5</u>
TOTALS	22	14	16	52

51 74.00 - 100

August 6, 1936.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

I wish to express my sincere appreciation
for the recent increase in salary which was afforded
me.

May I assure you that I will at all times
endeavor to merit any confidence that may be placed
in me by the Bureau.

Respectfully yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Chief Clerk's Office.

AUG 10 1936

6-11-36
Wm
DB
im *JK* *8*

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

January 5, 1937.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D.C.

Dear Sir:

In compliance with Section 35 of the Manual of Rules and regulations, I am submitting my personnel status report as of this date.

- (a) Married
- (b) Sigma Chi Fraternity
Gate and Key Activities' Fraternity
FBI Athletic Association
- (c) Los Angeles, California
- (d) Pipestone High School, Pipestone, Minn.
Los Angeles Junior College, Los Angeles, Calif.
(Junior College degree in Business Administration)
George Washington University, Washington, D. C.
(A. B. degree - major in Public Speaking)
George Washington University Law School, Washington, D. C.
(2½ Years)
- (e) Mrs. Dorothy T. Sizoo, Wife
1461 Girard St., N. W., Apt. 42.
Washington, D. C.
- (f) Mrs. Dorothy T. Sizoo, Wife
Register's Office, Treasury Department.

Respectfully,

Joseph A. Sizoo
Joseph A. Sizoo.

67-57645-391

WRG

E

P

W

W

Form PR No. 1 revised

Bureau No. _____

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Joseph A. Sizoo**Date: **June 7, 1937**Present Status

- | | |
|---|---|
| 1. Title: Assistant Clerk-Typist | 2. Grade: GAS 3 |
| 3. Salary: \$1600 per annum | 4. Seat of Government: (SOM)
Field: () |
| 5. Division: | 6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |

Proposed Change

- | | |
|---|--|
| 7. Title: Assistant Clerk-Typist | 8. Grade: GAS 3 |
| 9. Salary: \$1740 per annum | 10. Seat of Government: (SOM)
Field: () |
| 11. Division: | 12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |
| 13. Effective: July 1, 1937 | 14. Position: Additional: ()
Vice: |

Identical:

15. Remarks:

47-5-1-5-40

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:	Efficiency () _____	Date _____	Initial _____
	Average provision () _____	_____	_____

approved: _____
The Administrative Assistant
to the Attorney General.

Funds certification:

approved: _____
The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

2 BUCK

May 1, 1917.

RECEIVED

RECEIVED BY THE OFFICE OF THE SECRETARY OF THE ARMY
 1. Approved for the purpose of the
 2. All, 1917.

1. 1st Lt. ...	2
2. 1st Lt. ...	1
3. 1st Lt. ...	6
4. 1st Lt. ...	2
5. 1st Lt. ...	1
6. 1st Lt. ...	3
7. 1st Lt. ...	1
8. 1st Lt. ...	2
9. 1st Lt. ...	4
10. 1st Lt. ...	1

1917

1917

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67-80001-174

✓

TWB:SCK

April 2, 1937

MEMORANDUM FOR MR. TOLSON

The following is a list of the errors made by the employees of the Chief Clerk's Office, during the month of March, 1937:

Biles, W. K.	2
Conners, J. A.	3
Davidson, D. S.	1
Downes, H. E.	1
Finley, F.	2
Godfrey, R. C.	1
Grant, A. E.	3
Guigon, H. E.	2
Gunnser, A.	1
Hanes, H. A.	2
Keefe, S. C.	5
Loftus, R. M.	1
Long, H. B.	1
Reeder, S. B.	2
Sgott, T.	1
Sizoo, J. A.	5
Snouffer, M.	4
Whaling, C. W.	3
Wood, R. K.	2
Wolfe, B. E.	1
Total	<u>43</u>

Respectfully,

T. W. Bain

65,000-1-1

$\frac{1}{2}$ $\frac{1}{2}$ $\frac{1}{2}$

[illegible]

7

1. 凡在本行開辦之各項業務，均應遵守本行所定之各項規章，並應遵守國家法律及有關法規。

1000-7400

1964

1. The first group of people who are not in the majority are those who are not in the majority of the population. This group is the largest and most diverse. It includes people of different ethnicities, religions, and social classes. They are often the most vulnerable to discrimination and oppression.

Journal of Management Studies, 19(1), 67-80.

APC: 100

February 4, 1937.

MINUTE LIST OF ERRORS

There is submitted hereunder a list of the errors made by employees of the Chief Clerk's Office for the month of January, 1937:

Biles, F. C.	1
Cannors, J. A.	3
Davidson, C. C.	2
Finley, Fred	2
Godfrey, W. C.	2
Guligon, H. J.	1
Gunnar, A. W.	1
Hance, H. A.	2
Johnson, L. L.	1
Keefe, S. C.	5
Long, H. W.	1
/ Nisco, J. A.	1
Encouffer, M.	1
Whaling, C. C.	5
Wilson, D. C.	2
Wood, C. F.	1
Total	<u>35</u>

Respectfully,

J. E. Glavin.

100-200-1-1

AHC:SCK

January 4, 1937.

MEMORANDUM FOR MR. TOLSON

There is submitted hereunder a list of the errors made by employees of the Chief Clerk's Office for the month of December, 1936:

Alley, W. H.	2
Biles, W. K.	1
Burkart, R. H.	1
Conlon, E. A.	1
Connors, J. A.	3
Croyle, Grace	1
Davidson, D. S.	4
Downes, H. E.	2
Finley, Fred	1
Guigon, H. E.	1
Hanes, H. A.	2
Jackson, W. C.	1
Keeffe, S. G.	3
Long, H. B.	3
Reader, S. B.	4
Russell, Claire	4
Scott, T. J.	3
✓ <u>Simco, J. A.</u>	2
Snouffer, M.	3
Wolfe, B. E.	1
Went, Thelma	1
Whaling, C. W.	7
Wood, R. E.	2
Total	<u>53</u>

Respectfully,

W. R. Glavin.

October 1, 1946

Summary of Absences

There is listed hereunder a schedule of the
absences made by the employees of the Chief Clerk's Office
for the month of September, 1946.

Allen, J. W.	2
Allen, J. W.	2
Archer, J. W.	2
Bonner, J. W.	1
Carson, J. W.	2
Conner, J. W.	4
Daley, Fred	3
Evans, J. W.	2
Gray, J. W.	2
Hicks, J. W.	3
James, J. W.	1
Johnson, J. W.	1
✓ Jones, J. W.	1
Kelly, J. W.	7
Wilson, J. W.	<u>1</u>

Total 26

Approved:

J. W. Wilson

67-86001-122

Joseph A. Sizoo.
September 9, 1936.
Chief Clerk's Office
Re-examination.

Conflicting claims between the Dominion of Newfoundland and the Province of Quebec over the Labrador Peninsula have caused unsatisfactory litigation since 1902, as both Newfoundland and Quebec have granted concessions to identical areas of land in the interior of Labrador. By common consent the conflicting claims were referred by Newfoundland and Quebec to the judicial committee of the privy council, who heard the arguments of the opposing counsel in December, 1926. The decision of the privy council, which is binding on both parties, was announced on March 1, 1927, and by a unanimous opinion the Newfoundland claim to the whole of the Labrador watershed draining into the Atlantic Ocean was practically upheld.

According to the decision, the boundary between Canada and Newfoundland in the Labrador Peninsula is a line drawn due north from the eastern boundary of Anse Sablon, as far as 52 degrees north latitude, thence westward along that parallel until it reaches the Romaine River, then northward along that river and its headwaters or height of land, thence westward and northward along the crest of the watershed of the rivers flowing into the Atlantic Ocean, until it reaches Cape Chidley. It has been reported that the Province of Quebec will employ a corps of technical experts to define exactly the area tributary to the Romaine River, on which the decision is assumed to rest. No action has yet been taken by the Newfoundland government on the numerous requests for concessions which have been received since the announcement of the decision.

The economic value of the disputed territory, covering about 120,000 square miles, exists in its fisheries, forests, waterpower, and mineral wealth. There is practically no permanent population, except a few Esquimaux and Indian trappers, and no accurate surveys have been made of the resources of the area. Each summer several thousand Newfoundland families go to the Labrador coast to catch and cure codfish; in 1926, the catch amounted to 750,000 quintals (1 quintal equals 112 pounds) valued at \$3,000,000. The greater part of the forest area is practically inaccessible, and the resources may be said to be potential rather than actual. The coast is bare and forbidding, but the interior valleys are well wooded with spruce that has large potential value as pulp wood. The largest pulp-wood concession at present is the Lake Melville tract of 10,000 square miles. The waterpower resources of the peninsula are almost unlimited. Grand Falls on the Hamilton River above Lake Melville is said to be the greatest and most spectacular falls in North America. It is 302 feet in height, with an estimated discharge of 50,000 cubic feet of water per second. Very little is known respecting the mineral wealth of the area.

S: 9:11) 17:11
F 4:27)

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18

Joseph A. Sizoo.
August 28, 1936.
Chief Clerk.

About forty species of the fresh-water clams found in this country are used in the manufacture of buttons and novelties. The commercial varieties are found chiefly in flowing waters derived from the drainage of limestone regions, including most branches of the Mississippi and some streams of the Great Lakes and Gulf drainages. These rivers contain shells which have the pearly white or iridescent lining so desirable in the manufacture of buttons. These shells are of the right thickness and size for cutting, producing pearl buttons of the highest grade extensively used to-day. The utilization of these clam shells has become an important industry involving large investments in special machinery for making buttons.

Until recently, manufacturers obtained profits from the sale of discolored and other imperfect buttons as well as from the sale of their perfect products. Now, however, serious competition has sprung up through the importation of cheap glass buttons, which are sold at such low prices that they are being widely used on cheap garments. The effect has been that most of the inexpensive pearl buttons produced in domestic plants have found no buyers; thus our manufacturers now have a market for only their finer products. A splendid opportunity therefore exists for some enterprising person to either develop machinery which will reduce the number of imperfect buttons, or to locate a market for the imperfect product now being made.

The change in the parental and the community attitude toward the conduct problems of children is marked. Although the juvenile-court movement has been well under way in the United States for a quarter of a century, the old conceptions of punishment as a preventive and of justice as equality of treatment have died slowly. Under the new legal theory of the juvenile court, impartial procedure is made possible by the use of a different method for each peculiar need. The question is not what treatment to specify for particular types of offenses, but what action is best for individual children. A keen insight into human nature is required of the jurist whose duty it is to prescribe this action for children.

Scientific approach to the conduct problems of the individual child increases the difficulties of administration. Moreover, if the objective is cure, not punishment, it is imperative that the cure be successful. Attempts to prevent or cure delinquency among children have led to study of their physical and mental defects, to investigation of environment for causes of maladjustment, and to experiments in individual or group training during the pre-school period. However, necessary resources are still lacking for study and treatment of the great majority of children who pass through our courts and are committed to correctional institutions.

S. 10:14
T. 10:12

Speed
acc
92
59
151
7670
2
C

August 31, 1936.

MEMORANDUM FOR MR. TOLSON.

Re: Typing Tests,
Bureau Employees.

Please be advised that on August 28, 1936,
the following employees were examined and received the
indicated grades:

Typing Tests.

Pyles, Garland E.	95%
Russell, Claire L.	91%
Sizoo, Joseph A.	76%
Wilson, C. R.	87%
Wolfe, Beulah E.	93%
Wood, Ruth K.	99%

Respectfully,

J. C. Ellsworth.

Form PR No. 1 revised

Bureau No. _____

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Joseph A. Lixoo**Date: **June 22, 1937.**Present Status

- | | |
|--|---|
| 1. Title: Assistant Clerk-Typist | 2. Grade: Caf 3 |
| 3. Salary: \$1740 per annum | 4. Seat of Government: (LOG)
Field: () |
| 5. Division: Chief Clerk's Office | 6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |

Proposed Change

- | | |
|---|--|
| 7. Title: Movement Clerk | 8. Grade: Caf 3 |
| 9. Salary: \$1740 per annum | 10. Seat of Government: (LOG)
Field: () |
| 11. Division: Chief Clerk's Office | 12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |
| 13. Effective: July 16, 1937. | 14. Position: Additional: ()
Vice: A new position |

Identical:

15. Remarks:

17 574-41

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:	Efficiency ()	Date _____	Initial _____
	Average provision ()	_____	_____

_____ approved: _____

The Administrative Assistant
to the Attorney General.

Funds certification:

_____ approved: _____

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

WRG:HAH
67-57045

July 2, 1937.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Mr. Sizoo:

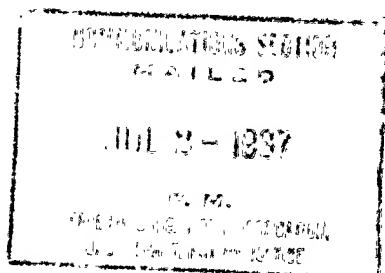
It is with pleasure that I am enclosing
the letter of the Attorney General advising you
of your promotion from \$1680 per annum to \$1740
per annum, in Grade Caf 3, effective July 1, 1937.

Sincerely yours,

John Edgar Hoover,
Director.

Enclosure A-0828

CC - Mr. Glavin.



CBS:rb

June 22, 1937.

Mr. Joseph A. Sizoo
C/o Federal Bureau of Investigation
Department of Justice.

Dear Sir:

Your salary as an Assistant Clerk-Typist in the Federal Bureau of Investigation is hereby increased from \$1680 per annum to \$1740 per annum in Grade CAF 3, effective July 1, 1937, and payable from the appropriation "Salaries and Expenses, Federal Bureau of Investigation," DEPARTMENTAL.

Respectfully,

(s) Homer J. Cummings

Attorney General.

By the Attorney General:

W. J. C. [Signature]

Assistant to the Attorney General.

COPY

7/13/37

July 1, 1937.

THE CHIEF CLERK'S OFFICE, TOLSON

The following is a list of the errors made by the employees of the Chief Clerk's Office, during the month of June, 1937:

Diles, W. E.	1	Hills, W. E.	1
Callahan, H. E.	1	Keely, J.	2
Caputo, E.	1	Korman, J. E.	2
Connors, J.	1	Reader, S. E.	3
Davis, W. E.	4	Scott, T.	4
Davidson, G. S.	2	Sizoo, J. A.	1
Dowdes, E. E.	2	Snouffer, .	2
Godfrey, E. C.	1	West, T.	1
Hanes, H. A.	3	Westover, L.	2
Jackson, E. L.	3	Whaling, C. W.	1
Keefe, H. C.	1	Woods, D. F.	1

TOTAL 40

Respectfully,

T. W. Bain.

1461 Girard St., N. W.
Washington, D. C.
July 28, 1937.

Mr. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hoover:

I wish to express my sincere
appreciation for the recent increase in salary which
was afforded me.

I shall do my best to merit the
confidence which has been placed in me by the Bureau.

Respectfully,

Joseph A. Sizoo.
Joseph A. Sizoo.

JUL 30 1937

67-57045-43

[Handwritten initials and signatures]
S. W. R.

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D. C. CBS:LF.

July 31, 1937.

To Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
Department of Justice.

Sir:

You are hereby transferred from one position to another in the
Federal Bureau of Investigation as indicated below:

<u>FROM</u>	<u>TO</u>
Position Assistant Clerk-Typist Chief Clerk's Office	Position Movement Clerk Chief Clerk's Office
Grade Caf-3	Grade Caf-3-1
Salary \$1740 per annum	Salary \$1740 per annum
Appropriation "Salaries and Expenses, Federal Bureau of Investigation", DEPARTMENTAL.	Appropriation Effective August 1, 1937.
	To succeed - new position.

You should execute the required oath of office.

Respectfully,

By the Attorney General:

Joseph B. Keenan
Assistant to the Attorney General.

Norman J. Thompson
Attorney General.

JES:SCK

August 11, 1937.

MEMORANDUM FOR MR. TOLSON

The following is a list of the errors made by the employees of the Chief Clerk's Office, during the month of July, 1937:

Biles, R. K.	1
Caputo, E.	1
Downes, H. E.	1
Hanes, H. A.	2
King, J. D.	2
Mills, M. D.	1
Neely, J.	5
Shermer, M. T.	2
<u>Sizoo, J. A.</u>	1
Westover, L.	1
Whaling, C. H.	2
Wood, R. K.	<u>3</u>

TOTAL 22

Respectfully,

J. B. Shiley.

DEPARTMENT OF JUSTICE
WASHINGTON

March 8, 1938.

MEMORANDUM FOR MR. JOHN EDGAR HOOVER,
DIRECTOR, FEDERAL BUREAU OF INVESTIGATION

67-25-1000
There are enclosed for your attention, three communications from John Paul Earnest, Esq., Chairman Committee on Admissions and Grievances for the District Court of the United States for the District of Columbia, requesting information concerning Frank W. Waikart, II, Lindell C. Fleming, and Joseph A. Sizoo.

As Mr. Waikart, Mr. Fleming, and Mr. Sizoo are employees of your Division, will you please furnish the desired information directly to Mr. Earnest.

MAR 14 1938
T. D. Quinn
Administrative Assistant
to the Attorney General.

Inclosure No. 129829

C O P Y
df

67-25-1000-45

✓

done

me per

RALPH GIVEN, Secretary and Treasurer
Tower Building
National 9419

John Paul Earnest, Chairman
Tower Building

Frank H. Myers, Asst. Secretary
723 15th Street, Northwest

Walter C. Clephane
John E. Laskey
Edward Stafford
Bolitha J. Laws
Vernon E. West
Charles F. Wilson
Edmund L. Jones
Andrew B. Duvall

COMMITTEE ON ADMISSIONS AND GRIEVANCES
DISTRICT COURT OF THE UNITED STATES
FOR THE DISTRICT OF COLUMBIA

Washington, D. C., March 1, 1938

Dept. of Justice,
City.

Dear Sir:

Joseph H. Sizoo of California

has made application for admission to the Bar of the District Court of the United States for the District of Columbia, and has given your name as his present-former-employer, for reference as to his character and moral fitness.

You are therefore requested by the Committee on Examination of the Court to answer the following questions. Answers should be written in the spaces provided for that purpose, and this form returned in the envelope enclosed.

As action upon the application must be delayed until all references are heard from, your kindness in replying promptly will be appreciated.

/s/ Respectfully yours,
JOHN PAUL EARNEST
Chairman Committee on Admissions
and Grievances

ALL COMMUNICATIONS WILL BE TREATED AS CONFIDENTIAL

1. What is your business or profession? Assistant Director, FBI
2. How long have you known applicant? Since July 10, 1935
3. Is he related to you? No
4. Between what dates was he in your employ? Presently employed -
entered on duty July 10, 1935
5. What was the nature of his duties? Typing and clerical work
6. Was he discharged from your service or did he resign? Presently employed
If discharged, for what reason?
7. Do you know of any conduct on his part reflecting upon his character and
standing as an upright citizen? No
8. Do you regard him as morally fit to discharge the duties assumed by a
member of the legal profession? Yes
9. Remarks:

Harold Nathan,
Assistant Director,
Federal Bureau of Investigation.

RHL:MLJ

February 7, 1938.

MEMORANDUM FOR MR. TOLSON

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of January, 1938:

W. H. Alley	1
H. H. Burkart	1
R. H. Burkart	1
E. A. Conlon	2
J. A. Connors	2
V. H. Corson	2
G. Croyle	1
D. S. Davidson	1
R. G. Godfrey	3
H. I. Guigon	2
A. P. Gunsser	2
W. C. Jackson	1
A. H. Jacobs	1
S. C. Keesfe	4
H. D. Mills	5
J. Neely	4
S. B. Reeder	1
T. Scott	8
M. T. Shermer	1
"J. A. Sizoo"	1
H. Snouffer	1
E. Steger	2
T. West	2
G. W. Whaling	3
E. C. Wilkinson	2
G. R. Wilson	3

Respectfully,

R. H. Laughlin.

67-8000-234

RHL:ITS

January 11, 1938.

MEMORANDUM FOR MR. TOLSON

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of December, 1937:

W. H. Alley	1
J. A. Connors	2
V. H. Gorson	1
R. C. Godfrey	1
V. Hall	4
B. C. Keefe	1
M. D. Miller	5
J. Neely	2
D. L. Sayre	1
T. Scott	4
M. T. Shermer	1
<u>J. A. Sisco</u>	1
M. Snouffer	1
E. Steger	1
E. C. Wilkinson	3
C. R. Wilson	1
Total	30

Respectfully,

R. H. Laughlin.

67-90

JBS:MTS

November 20, 1937.

MEMORANDUM FOR MR. TOLSON

Listed below are the number of errors made by the employees in the Chief Clerk's Office for the month of October, 1937:

W. H. Alley	2
J. A. Connors	3
V. H. Gorson	1
G. Croyle	2
M. L. Jackson	2
S. C. Keefe	2
M. D. Mills	3
V. Piper	1
S. B. Reeder	1
T. J. Scott	3
J. A. Sizoo	1
M. Snouffer	2
L. Westover	1
C. W. Whaling	2
E. C. Wilkinson	2
C. R. Wilson	1
R. K. Wood	1

Total 30

Respectfully,

J. B. Shilley.

17

I, Joseph A. Sizoo do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Movement Clerk

on which I am about to enter: So help me God.

(Sign here)

Joseph A. Sizoo

Subscribed and sworn to before me this) Where born (State only)

13 day) Date of birth

of August A. D. 1937) Whence appointed:

State _____ County _____

Congressional District _____

Wm. J. [Signature]
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty August 1, 1937.

Residence 1461 Briard St. N.Y.C.

Do you receive an annuity under the Civil Service Retirement Act? _____

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

December 28, 1937.

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with instructions contained in Section 35 of the Bureau Manual of Rules and Regulations, please be advised that my status with respect to the items listed below is as follows:

- | | |
|---|--|
| (A) Marital status: | Married |
| (B) Names of societies or organizations with which connected: | Sigma Chi Social Fraternity
Gate & Key Honorary Activities
DC. C. Fraternity
Presbyterian Church
AFGE Lodge #334 - Dept. of Justice
Los Angeles, California. |
| (C) Legal residence: | Los Angeles, California. |
| (D) Education: | AB - Geo. Washington University
3 yrs. law - Geo. Wash. Univ. Law School. <i>115</i> |
| (E) Name, address and relationship of person to be notified in case of emergency: | Mrs. Dorothy T. Sizoo, wife,
1702 Uhle Street, Apt. 1006,
Arlington, Virginia. |
| (F) List of names of any relatives now in the Government service, with the degree of relationship, and where employed. (List all relatives, including those by marriage.) | Mrs. Dorothy T. Sizoo, wife,
Interstate Commerce Commission.
Mrs. Lillian C. Tutt, mother-in-law,
Navy Department. |
| (G) Offices where assignment preferred: | Washington |

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo

67-57045-42
W

March 29, 1938.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Mr. Sizoo:

I desire to express my sincere thanks for the overtime services recently performed by you in connection with certain work in the Mechanical Section. Matters of this kind must, of course, be handled expeditiously and the cooperation of each individual is reflected in the results obtained.

I sincerely appreciate your manifestation of interest in the Bureau's work.

Sincerely yours,

6- 46

CC: Mr. Crowl

Mr. Nathan
Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Hottel
Mr. Lester
Mr. McIntire
Mr. Naughton
Mr. Nichols
Mr. Pennington
Mr. Rosen
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

Stamp: MAR 31 1938
FBI - WASHINGTON
Handwritten: Crowl

AME:GC

March 10, 1938

Mr. John Paul Earnest, Chairman,
Committee on Admissions and Grievances,
District Court of the United States
for the District of Columbia,
Tower Building, 14th and K Streets, N. W.,
Washington, D. C.

Dear Mr. Earnest:

There are attached, properly executed, your
inquiries of March 1, 1938 regarding Messrs. Joseph A.
Sisoo, Lindell C. Fleming, and Frank W. Falkert, II,
employees of the Federal Bureau of Investigation who
have made application for admission to the Bar of the
District Court of the United States for the District
of Columbia.

The self-addressed stamped envelopes which you
enclosed with your inquiries are attached.

Sincerely yours,
For the Director,

Harold Nathan,
Assistant Director.

Enclosures

67-340-1

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

July 1, 1938

Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

In order to bring my personnel status report up to date, I wish to advise that I received a degree of Bachelor of Laws from the George Washington University Law School on June 8, 1938, and that I am now a member of the Bar of the District of Columbia, having been admitted to the United States District Court for the District of Columbia on April 15, 1938, and to the United States Court of Appeals for the District of Columbia on April 30, 1938.

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo

JUL 6 1938
RECORDED

61-57045-417

K

Q dks

72X RS

Best Copy Available

SECRET

Jun 4 1958

SECRET

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of May, 1938:

H. A. May	1
F. A. Mainwaring	2
J. A. Connors	4
F. M. Kerson	3
E. C. Davidson	1
H. C. Townson	1
H. C. Godfrey	1
H. C. Galign	1
E. L. Jackson	1
J. H. J. J. J. J.	1
E. L. Miller	1
E. L. Gledar	3
E. L. Myers	1
T. J. Scott	2
J. A. Simpson	1
<hr/>	
E. L. J. J. J.	2
E. L. J. J. J.	1
E. L. J. J. J.	2
E. L. J. J. J.	1
E. L. J. J. J.	1
E. L. J. J. J.	1
E. L. J. J. J.	1

2004 年 12 月

二、國際經濟合作

4-4-1

47-8001-268

AHG:mj

May 3, 1938

MEMORANDUM FOR MR. TOLSON

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of April, 1938:

M. F. Crisp	1
G. Croyle	1
H. E. Downes	1
R. C. Godfrey	1
M. L. Jackson	2
B. Long	1
S. B. Reeder	2
D. Sayre	1
T. Scott	3
J. A. Sizoo	1
E. Steger	3
L. Westover	3
C. W. Whaling	5
R. K. Wood	<u>1</u>
Total	26

Respectfully,

A. H. Crawl.



67-80001-210

August 2, 1938

MEMORANDUM FOR MR. TOLSON

This is to advise that my address has been
changed to 4731 Old Dominion Drive, Arlington, Virginia.
My residence telephone number is now Walnut 6353-J.

Respectfully,

Joseph A. Sizoo

67-2-1-48

NOV 1 1938

Mr.

211

120

WRC:TV

July 14, 1951

MEMORANDUM FOR MR. TOLSON

Reference is made to the attached memorandum recommending that Mr. C. R. Wilson be transferred to fill the vacancy caused by Mr. Long's acceptance of a Special Agent position, and that Mr. J. A. Sizoo be designated to fill Mr. Wilson's position.

These changes are at present in effect, and, if the assignments are made permanent, will represent a promotion for Mr. Wilson from Grade CAF 4, \$1920 per annum to Grade CAF 5, \$2030 per annum, and for Mr. Sizoo from Grade CAF 3, \$1740 per annum to Grade CAF 4, \$1800 per annum. Subject to your approval, their reallocation to higher grades will be held in abeyance for thirty days in order to determine if their new assignments are handled satisfactorily.

Respectfully,

W. R. Glavin

Mr. Tolson.....
Mr. Nathan.....
Mr. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Miss Gandy.....

67-38100-77

AHC:MTS

June 28, 1938

MEMORANDUM FOR MR. TOLSON

In view of the appointment which has been tendered Mr. H. B. Long for a Special Agent position in this Bureau, it is recommended that Mr. C. R. Wilson, who is presently in charge of the movement clerks, be transferred to fill the vacancy which will be caused by Mr. Long's acceptance of the appointment offered him, and that Mr. J. A. Sizoo, a movement clerk, be designated to fulfill the position of Mr. Wilson.

Respectfully,

A. H. Crowl.

AC

67-38100-73

Form PR No. 1 revised

Bureau No. _____

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Joseph A. Sizoo**Date: **August 20, 1938**Present Status1. Title: **Movement Clerk**2. Grade: **G-7 3**3. Salary: **\$1740 per annum**4. Seat of Government: (**ON**)
Field: ()5. Division: **Division Four
Chief Clerk's Office**6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"Proposed Change7. Title: **Supervisor, Movement Section**8. Grade: **G-7 4**9. Salary: **\$1800 per annum**10. Seat of Government: (**OO**)
Field: ()11. Division: **Division Four
Chief Clerk's Office**12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"13. Effective: **September 1, 1938.**14. Position: Additional: ()
Vice: **Charles E. Wilson -
transferred.**

Identical:

15. Remarks:

49

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

COMMUNICATIONS SECTION
MAILED

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:

Efficiency () _____

Date _____

Initial _____

AUG 20 1938
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Average provision () _____

approved: _____

The Administrative Assistant
to the Attorney General.

Funds certification:

approved: _____

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

Mr. Tolson.....✓
Mr. Nathan.....
Mr. Tamm.....
Mr. Clegg.....
Mr. Coffey.....✓
Mr. Crowl.....
Mr. Dawsey.....
Mr. Egan.....
Mr. Foxworth.....✓
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Tracy.....
Miss Gandy.....

AHC:MS
67-57045

August 30, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a letter from the Attorney General advising you of your promotion from \$1720 per annum in Grade Caf 3, to \$1835 per annum in Grade Caf 4, effective September 1, 1938.

Sincerely yours,

John Edgar Hoover
Director

Enclosure

cc - Mr. Crowl

Mr. Tolson.....
Mr. Nathan.....
Mr. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Dawsey.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Tracy.....
Miss Gandy.....



DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

RECEIVED

August 20, 1938.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Sizoo:

You are hereby transferred from one position to another in the Federal Bureau of Investigation as indicated:

From:

Position: Movement Clerk

Assignment: Division Four, Chief Clerk's Office

Grade: Caf-3 Salary: \$1740

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation," DEPARTMENTAL.

To

Position: Supervisor, Movement Section

Assignment: Division Four, Chief Clerk's Office

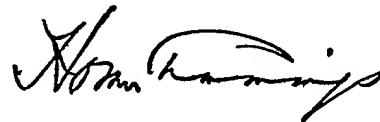
Grade: Caf-4 Salary: \$1800 per annum

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation," DEPARTMENTAL.

Effective: September 1, 1938.

Respectfully,

Vice: Charles R. Wilson, transferred.



Attorney General.

By the Attorney General:

The Assistant to the Attorney General.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 20, 1938

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

I wish to express my appreciation for the
increase in grade and salary which was recently afforded
me.

I assure you that it is my desire at all times
to fulfill my duties and responsibilities as an employee
of the Bureau.

Sincerely yours,

Joseph A. Sizoo
Joseph A. Sizoo

SEP 20 1938

67-37045-52

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W

September 2, 1938

MEMORANDUM FOR MR. TOLSON

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of August, 1938:

F. L. Atkinson	1
R. W. Bauerhammer	3
I. A. Brooke	2
J. A. Connors	6
G. Croyle	1
H. E. Downes	1
M. L. Jackson	3
S. C. Keefe	1
M. A. Lucey	1
M. G. Meed	1
M. D. Mills	4
S. B. Reeder	1
T. Scott	4
J. A. Sizoo	1
M. Snouffer	1
E. Steger	3
B. Teller	1
E. A. Tolbert	8
L. Westover	1
E. C. Wilkinson	2
B. E. Wolfe	2
R. K. Wood	<u>1</u>
Total	49

Respectfully,

A. H. Crowl

67-80001-150

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 27, 1938

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Hoover:

It is respectfully requested that I
be afforded an opportunity to take the examination for
the position of Special Agent of the Federal Bureau of
Investigation.

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo
Chief Clerk's Office

OCT 3 1938

67-57045-53

Ans.
9-29-38
ahc

mk

ch

AHC:MLJ

60-160
68
64-10
1572
10-5

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

October 1, 1938

To: The Director, Federal Bureau of Investigation, United States Department of Justice, Washington, D. C.

From: Inspector A. H. CROWL

Subject: Report of Interview with Applicant JOSEPH A. SIZOO
for appointment as Special Agent

67-57045-54

1. PERSONAL APPEARANCE:

- 5* A. PERSONAL APPEARANCE AND APPROACH: Excellent. Good. Fair. Poor.
B. DRESS: Neat. Flashy. Poor. Untidy.
C. FEATURES: Refined. Ordinary. Coarse. Dissipated.
D. PHYSICAL DEFECTS, if any: None noted.

2. CONDUCT DURING INTERVIEW:

- 2* A. PERSONALITY: Excellent. Good. Fair. Average. Poor.
B. POISE: Well-poised. Steady. Temperamental. Average.
C. SPEECH: Average. Reticent. Talkative. Boastful.
10 D. ASSURANCE: Self-confident. Fair. Over-confident. Lacking.
E. NERVOUSNESS: None. Slight. Very nervous.
10 F. FOREIGN ACCENT: None. Slight. Noticeable.
G. TACT: Tactful. Average. Lacking.

3. GENERAL INTELLIGENCE:

- 10* A. Answers general questions definitely. Quickly. Vaguely.
1 B. Has Applicant studied Federal Procedure? No.
3 C. Any investigative experience? If so, describe -
Clerical employee of the FBI since July 10, 1935
10 D. Does the Applicant appear to be resourceful? Yes.
1 E. Does the Applicant appear to have executive ability? No.
10 F. Is he likely to develop? Yes.

4. GENERAL INFORMATION:

- A. What is his ultimate goal in life, aside from his desire to be connected with the FBI?

To remain with the FBI.

- B. What are his recreations and tastes?

12072

Athletics.

5. HEALTH RECORD:

GOOD

6. GENERAL IMPRESSIONS OF APPLICANT:

JOSEPH A. SIZOO is twenty-eight years of age, married, and has been employed as a Clerk in this Bureau since July 10, 1935. He has been assigned to the Chief Clerk's Office as a Movement Clerk since December 1935, which work he has done in an efficient manner. His wife has been employed by the Interstate Commerce Commission, Motor Carriers Bureau, as a Clerk-Typist since March, 1936. His father is employed by a bakery. He has three brothers, one an auditor for the Los Angeles School Board, another a service station attendant and a third who is in college at Los Angeles. He has no sisters. His mother-in-law is employed in the Navy Department as an Auditor.

Mr. Sizoo received an LL.B. Degree from George Washington University in June, 1938, completing a three-year course with average grades. He took the D. C. Bar examination in December, 1937, passing same on his first attempt. While in California this month he took the California Bar examination, but has not yet received the results thereof. Mr. Sizoo has received four traffic tickets in Washington, D. C., during the past seven years, most of which were for parking in a no parking zone. His prior work record which goes back to 1919, consists of many positions, including that of File Clerk, Bookkeeper, Manager of a Service Station, Chauffeur and other clerical positions. He has had no experience with firearms, can drive an automobile, understands the Holland language to a limited degree, does not use intoxicants or gamble. He has had no serious illnesses during the past five years, but had a tonsillectomy performed in 1935.

A FAVORABLE RECOMMENDATION is being made in the case of this applicant who is above average in intelligence, has proved a highly efficient employee in the Chief Clerk's Office, should be able to grasp the training afforded a new Special Agent readily and it is believed will develop into a better than average employee.

Result of dictation test: Good. Fair. Poor.
Bureau test rating %.

7. Do you consider the Applicant qualified for the appointment he seeks and, if appointed, do you believe he would develop into better than an average employee? Yes.

A. H. Crawl
Inspector.
A. H. CRAWL

JOHN EDGAR HOOVER
DIRECTOR
BTC:HED

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

October 3, 1938

MEMORANDUM FOR MR. CROWL

RE: JOSEPH A. SIZOO -
Special Agent Applicant

A supposititious interview was had with the above applicant on October 1, 1938.

On the basis of this interview, the applicant had a good approach, neat appearance, good personality, and covered the interview in a very thorough manner. He developed the derogatory lead suggested to a logical conclusion. Applicant took notes throughout the course of the interview. His written report on the interview substantially states the information furnished him by the writer. However, it is noted that he apparently confused the Texas Christian University with the University of Texas as he substituted one for the other in two instances.

On the basis of this interview it is the writer's opinion that this applicant would develop into at least an average Agent.

Respectfully,

B. T. Carter

B. T. Carter

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation
United States Department of Justice**

Washington, D. C.

JAS:MLJ

October 1, 1938

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

This interview was conducted at the Raleigh Hotel with Mr. B. T. Carter of 7729 North Hermitage Avenue, Chicago, Illinois, from 2:30 to 2:45 P. M., October 1, 1938. Mr. Carter's name was given this Bureau by Mr. Andrew Jefferson, a Departmental applicant for a legal position.

Mr. Carter stated that he had known Andrew Jefferson since 1919; that he had been a neighbor of Mr. Jefferson from 1919 to 1928 and that they had attended the University of Texas Law School together during the year 1934, when Mr. Carter was a Senior and Mr. Jefferson a Freshman of that institution.

Mr. Carter stated that his acquaintance with Mr. Jefferson was not especially an intimate one, although they had been more or less boyhood chums, but that he was a few years older than Mr. Jefferson and that they were quite well acquainted in view of the fact that Mr. Jefferson had been at the Carter residence several times. Mr. Carter advised that the family of Mr. Jefferson was a family highly respected in Fort Worth; that his father, Andrew Jefferson, Sr., is the owner and operator, and has been for several years, of a grocery store in Fort Worth. Mr. Carter stated that he thought the Jeffersons were church people, but that he did not know the church they attended. He stated, however, that he was sure they enjoyed a good reputation in Fort Worth and had been good parents and given applicant good home training.

Mr. Carter stated that Mr. Jefferson had received his under-graduate training at Texas Christian University in Austin, Texas. He stated that to his knowledge Mr. Jefferson was not an outstanding student, although he was an average one; that Mr. Jefferson engaged in some intra-mural athletics, although he was not especially the athletic type; that as far as he, Mr. Carter, knew Jefferson did not engage in a great amount of extra-curricula activities while at Texas Christian University. Concerning his attendance at the University of Texas Law School, Mr. Carter informed that he was not sure whether or not Mr. Jefferson had graduated from Texas Christian, although he had been informed by certain friends, whose names will be given later, that he, Mr. Jefferson, was still in the University of Texas Law School in 1937 and that he should have graduated from that Law School either in June 1937 or June 1938. He stated that while in the University of Texas, Mr. Jefferson had joined a fraternity there but Mr. Carter did not know which fraternity it was.

Mr. Carter stated that he felt that Mr. Jefferson had been drinking to a great extent while attending the University of Texas Law School; that he thought his associations with the fraternity had caused him to start drinking; that Mr. Jefferson had been given plenty of spending money while attending the Law School; that he did not work; and that he really had too much time on his hands. He also stated that he did not feel that while attending the Law School during the year of Mr. Carter's acquaintance that Jefferson had spent a great deal of time in his studies.

With reference to the persons whom Mr. Carter talked to in 1937 and who stated that Mr. Jefferson was at that time still attending the University of Texas Law School, the following names are furnished for what information they may be able to give: Mr. Fred Logan, who may be contacted through his parents who reside in the 1100 block of Fifth Avenue, Fort Worth, Texas, and Mr. Robert Jones of 4915 Gordon Avenue, Fort Worth, Texas. Mr. Carter informed the writer that these boys were both very good friends of Jefferson and that they would be able to furnish more complete information as to his activities, grades, etc., at the University of Texas Law School. Mr. Carter also informed that there was a Mr. A. Goldberg who was a very respectable Jewish man, some years older than Jefferson, but who had known the Jefferson family for some years, who might be able to give information concerning the activities of Jefferson. Mr. Goldberg is the Assistant Engineer at the Garbage Disposal Plant at Fort Worth, Texas. Mr. Carter stated, however, that he felt that Mr. Goldberg would give substantially the same information that he had given.

Mr. Carter was also asked whether or not he knew of any family relatives who might be able to give information concerning the activities of Jefferson. The only relative other than the father and mother of Jefferson, who is an only child, that Mr. Carter could furnish was a brother of applicant's mother, who Mr. Carter knew as "Uncle Ed" but he did not know his last name. Mr. Carter informed that "Uncle Ed" had resided with the Jefferson family for many years and to his knowledge was still residing with that family. Mr. Carter stated that he knew of no one, who for any reason, disliked Andrew Jefferson. When Mr. Carter was asked as to his candid opinion of this young man, Mr. Carter stated that he felt this boy would settle down if given responsibility. Mr. Carter supplied no information to the effect that the boy had engaged in excessive drinking either during his later years in Law School or after completing Law School, if he has done so. Mr. Carter stated that he felt that if this boy was given an opportunity that he could fulfill the position for which he is applying.

Very truly yours,

Joseph A. Sizoo

AMG:MEJ

October 4, 1938

MEMORANDUM FOR MR. TOLSON

Following is a list of the errors made by the employees of the Chief Clerk's Office during the month of September, 1938:

W. H. Alley	2
R. W. Bauercamper	2
I. A. Brooke	1
E. A. Conlon	1
J. A. Connors	5
M. L. Jackson	3
A. H. Jacobs	2
S. G. Keefe	2
E. A. Locke	6
M. A. Lucey	3
M. G. Mead	4
M. D. Mills	11
J. Neely	4
A. M. Newman	1
S. B. Peeder	3
T. Scott	7
J. A. Sizoo	2
M. Snuffer	2
E. Steger	1
B. Teller	2
E. A. Tolbert	3
T. West	2
L. Westover	1
C. W. Whaling	2
E. G. Wilkinson	2
B. E. Wolfe	4
R. K. Wood	5
Total	83

Respectfully,

A. H. Crowl

67-11-1-1

September 29, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

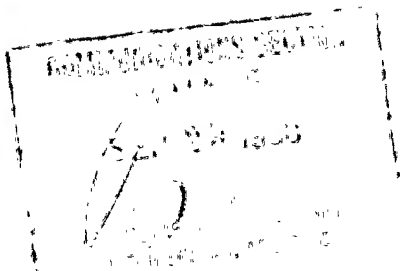
The receipt is acknowledged of your letter dated September 27, 1938, in which you make application for appointment to the position of Special Agent in the Federal Bureau of Investigation, U. S. Department of Justice. You are advised that you will be called for an interview and examination in connection with your application the next time an examination is held at Washington, D. C.

Sincerely yours,
For the Director

Harold Nathan
Assistant Director

CC - Mr. Crowl

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Dawsey.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

(Place) Washington, D. C.
(Date) October 6, 1938.

Dear Sir:

Having filed an application for a position as Special Agent in the Federal Bureau of Investigation, United States Department of Justice, I hereby agree that in the event of an appointment I will be governed by the following conditions:

1. Upon appointment and within ten days after receipt thereof, I shall be required to proceed at my own expense to Washington, D. C., where I will take the oath of office and enter on duty.
2. That said appointment will be on a probationary basis.
3. That my retention in the Bureau shall be dependent upon the performance of satisfactory services, and if my services are deemed unsatisfactory it is understood that my employment may be discontinued at any time and that I will not receive transportation to my home, or to any other point, at Government expense.
4. That if appointed I may be sent to any part of the continental or territorial United States that the exigencies of the Bureau's work may require; that my headquarters may be fixed in some jurisdiction other than that in which I have heretofore resided; that my headquarters may be changed as the work of the Bureau may require; and that no transfer will be made from one station to another for personal reasons.
5. That the confidential character of the relations of the employees of the Federal Bureau of Investigation with the public is fully understood by me, and that the strictly confidential character of any and all information secured by me, in connection directly or indirectly with my work as a Special Agent, or the work of other employees of which I may become cognizant, is fully understood by me, and that neither during my tenure of service with the Federal Bureau of Investigation nor at any other time will I violate this confidence, and I agree that I will not divulge any information of any kind or character whatsoever that may become known to me, to persons not officially entitled thereto.

I further agree that nothing connected with this certification is to be construed by me as an assurance that an appointment will be tendered me; that I fully understand all of the foregoing and that the conditions specified herein are agreeable to me; that if appointed I will abide by the foregoing conditions, and I am fully cognizant that the provisions mentioned above are to be complied with and they are to be regarded as a part of my appointment if it is subsequently tendered to me and accepted.

Subscribed and sworn to before me this

Very truly yours,

6 day of October, A.D. 1938

Wm. C. Jackson
Notary Public

Joseph A. Sizoo

CC-74

JOHN EDGAR HOOVER
DIRECTOR

AHC:AHJ

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

October 5, 1938

SUMMARY OF INSPECTOR'S INTERVIEW AND EXAMINATION

Re: JOSEPH A. SIZOO -
Special Agent Applicant

*Rec apt 9-10-100
CFF 9-10-100
WJF Via*

Written rating: 68%
Oral " 60%
Composite " 64%

Age: 28
Married

2 yrs. - Los Angeles Junior College
A.B. - George Washington University
LL.B. - " " " Law School
Member D.C. Bar and Admitted to U.S.
Court of Appeals for D.C.

Examined at Washington, D.C. on October 1, 1938.

Recommendation: Favorable.

Interviewing Official A. H. Crowl reports that applicant has a good personal appearance and approach; is neat in dress; has ordinary features; is steady in poise; average in speech; self-confident; tactful; answers general questions definitely; has had investigative experience as a Clerical employee of the FBI since July 1935; appears resourceful; and is likely to develop; however he has an average personality; has not studied Federal Procedure; and does not appear to have executive ability. Mr. Crowl states that applicant is above average in intelligence, has proved a highly efficient employee in the Chief Clerk's Office, should be able to grasp the training afforded a new Special Agent readily and it is believed will develop into a better than average employee.

Applicant was afforded a special interview test interviewing Special Agent B. T. Carter who reported that applicant had a good approach, neat appearance, good personality, and covered the interview in a very thorough manner. He developed the derogatory lead suggested to a logical conclusion. He took notes throughout the course of the interview. His written report substantially states the information furnished him. However, it is noted that he apparently confused the Texas Christian University with the University of Texas as he substituted one for the other in two instances. Agent Carter believes that applicant would develop into at least an average Agent.

Applicant took the California Bar examination recently but has not yet received the results thereof.

Related Experience: Applicant entered on duty as a Messenger in the FBI on July 10, 1935, and is presently assigned as the Movement Clerk. No derogatory information is contained in applicant's personnel file.

Endorsers: None.

A. H. Crowl
A. H. Crowl.

c for J

October 6, 1936

MEMORANDUM FOR MR. JOSEPH B. KEENAN
THE ASSISTANT TO THE ATTORNEY GENERAL

There is submitted herein the name of Mr. Joseph A. Sizoo, 4731 Old Dominion Drive, Arlington, Virginia, for your consideration in connection with his appointment to the position of Special Agent in the Federal Bureau of Investigation. Mr. Sizoo is presently employed in this Bureau in a clerical capacity. There are no political endorsements in this case.

If you approve this recommendation, the formal request for Mr. Sizoo's appointment as a Special Agent in Grade Caf 9, with salary at the rate of \$3200 per annum, will be forwarded to the Department.

Very truly yours,
For the Director

67-57045-57
Harold Nathan
Assistant Director

Approved and returned:

Joseph B. Keenan
The Assistant to the Attorney General

Mr. Tolson
Mr. Nathan
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Dawsey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Lester
Mr. McIntire
Mr. Nichols
Mr. Quinn Tamm
Mr. Tracy
Miss Gandy

NAME

Sizoo, J. A.

STATUS

DOT

DATE

10/3/38

LABORATORY EXAMINATION

1347

N. M.S. Form 16.

U.S. NAVAL MEDICAL SCHOOL
NAVAL MEDICAL CENTER
WASHINGTON, D.C.

REPORT

KAHN

WASSERMANN

Request of

Bd Bu

Address:

Schul

Request for KAHN and

WASSERMANN TESTS.

Qualitative

Quantitative

Cholesterolized

Units

Antigen

NEGATIVE

NEGATIVE

F. W. Farrar

F.W. FARRAR, Lieut.,

(MC), U.S.N.

NAME SIZOO, J.A.

N.M.S. Form 6.

LABORATORY EXAMINATION

RATE F.B.I.

U. S. NAVAL MEDICAL SCHOOL,

Naval Medical Center,

DATE 10-3-38

Washington, D.C.

Request of

Board Room

Address:

School

Diagnosis

Character of examination desired

R&M

Amount 24 hours.....Submitted.....55cc.....

Appearance.....Amber.....

Reaction.....Neutral.....Sp.Gr.....1.020.....

Albumin.....Negative.....

Sugar.....Negat ive.....

Occult Blood.....Negative.....

Special.....

Casts.....

Cylindroids.....

Mucus.....Moderate amount.....

Leucocytes.....Occasional.....

Erythrocytes.....

Epithelium.....

Crystals.....Little amorphous material.....


Commander,

(MC), U.S.N.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Washington, D.C.
Place

October 3 1938

HISTORY

Name Joseph A. Sizoo Age 28 years, 1 months
Nativity (state) Minnesota Married, Single, Widowed: Married Number of Children 0

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Influenza, Smallpox

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Tonsillectomy - 1935

Father (Living? ✓ State of Health fair
(Dead? _____ Cause & age at death? _____)

Mother (Living? ✓ State of Health good
(Dead? _____ Cause & age at death? _____)

Brothers (Number living 3 State of Health good
(Number dead _____ Cause & age at death? _____)

Sisters (Number living _____ State of Health _____
(Number dead 1 Cause & age at death? 13 - blood poisoning)

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

No

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

No

Habits: Tobacco? No Alcoholics? No Drugs? No

FBI

1

*Continued on card
10-7-38
mng*

*10-12-38
KTH*

Joseph A. Sizoo
Signature of Candidate.

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? no

Chronic inflammation? no Other abnormality? none

Eyelids: Ptosis? no Condition of conjunctiva on eversion? normal

Other eye conditions? none

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? no For what purpose? —

Distant: Uncorrected vision of right eye? 20/20 Left eye? 20/20

Corrected vision of right eye? — Left eye? —

Near: Uncorrected vision of right eye? 20 Left eye? 20

Corrected vision of right eye? — Left eye? —

Remarks: none

Color sense: normal
(Standard color plate test required)

Ears: Abnormalities? no Evidence of mastoid or other disease? no

Condition of drums? Right normal Left normal

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear — feet. Left ear — feet.

Distance whispered speech (Using residual air) can be heard:

Right ear 15/15 feet. Left ear 15/15 feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear — Left ear —

Nose: Deflection of septum ant. wall Polypi? no

Chronic nasal disease? no Is candidate a mouth breather? no

Palate: Cleft or perforated? no Other conditions? none

Fauces: Condition of tonsils? removed Pharynx? normal


Signature of Examining Specialist.

Height? 5 feet, 7 inches. Weight, stripped? 141 $\frac{1}{2}$ Pounds.

(Robust? <u>Medicine - well built</u>	(White? <u>✓</u>
(Puny? _____	(Colored? _____
(Plethoric? _____	(Blonde? _____
General appearance: (_____	Complexion: (_____
(Anaemic? _____	(Brunette? <u>✓</u>
(Corpulent? _____	(Florid? _____
(Emaciated? _____	(Sallow? _____

Skin: Diseases? None

Hair: Color: dk brown Thickness Normal

Glands: Enlargement: no Other abnormalities None

Head, Depressions? No Asymmetries? No

Facial disfigurement? No Facial asymmetry? No

Abnormalities of speech? Normal

Neck: Goitre? No Other conditions? None

Chest: Inspiration 37 inches. Expiration 31 $\frac{1}{2}$ inches. Respiratory rate? 16

Inspection: Normal

Lungs: Palpation: ''

Percussion: ''

Auscultation: ''

X-ray examination: _____

Heart: Palpation: Normal

Percussion: ''

Auscultation: ''

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 62 After exercise 2 min. 63

Condition of heart after exercise: Pulse 82, heart action regular good quality

Blood pressure, Systolic? 118 Distolic? 70 Pulse pressure 48

Abdomen:

Circumference at umbilicus? 31 Tenderness? no
Other abnormalities? none
Liver, percussion? normal Palpation? normal
Spleen, percussion? " Palpation? "
Inguinal rings? normal Hernia? no

Scrotum:

Varicocele? no Hydrocele? no Sarcocoele no

Testicles:

Induration? no Atrophy? no
Other conditions? none

Penis:

Epispadias? no Hypospadias? no
Condition of prepuce? redundant Venereal diseases? no

Anus:

Hemorrhoids? no Fistulae? no
Prolapse of bowel? no Other conditions none

Spine:

Tenderness? no Curvature? no

Reflexes:

Pupillary: action Cremasteric: action
Patellar: action Babinski: neg Ankleclonus: neg

Upper Extremity:

Missing fingers? no Contractures of hand? no
Condition of joints? normal Other conditions? none

Lower Extremity:

Flat foot? depressed arches - no Bowed legs? no
Knock-knees? no Varicose Veins? no

Hammer toes? No Bunions? No

Other abnormalities? None

Agility:

Co-ordination of muscular movements? Good Romberg? Neg

Defects of gait? None

Mental Condition? Normal

(Note: If indicated refer to specialist)

Temperature? 98.6

Has this person been successfully vaccinated within 5 years? No

Has this person had prophylactic typhoid inoculation? No Date last taken _____

Urine: Color? _____ Sp. Gr.? _____ Albumin? _____ Sugar? _____

Reaction? _____ Shreds? _____ Blood cells? _____

Pus cells? _____ Casts? _____ Epitheleal cells? _____

Blood: Red corpuscles per C.mm _____ White corpuscles per C.mm _____

Differential count _____

Blood serologic tests (syphilis): _____ Haemoglobin per cent: _____

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocele, hydrocele, varicocele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Report of any special examination:

DENTAL EXAMINATION OF _____

GENERAL ORAL CONDITION

MUCOUS MEMBRANE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Inflamed
<input type="checkbox"/>	Swollen
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Septic

TONGUE

<input type="checkbox"/>	Coating
<input type="checkbox"/>	Cryptic
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Enlarged

SALIVA

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Excessive
<input type="checkbox"/>	Acidity
<input type="checkbox"/>	Thick or ropy
<input type="checkbox"/>	Odor

OCCUSION

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Class I
<input type="checkbox"/>	Class II
<input type="checkbox"/>	Class III

ARCH

<input checked="" type="checkbox"/>	Square
<input type="checkbox"/>	Tapering
<input type="checkbox"/>	Ovoid

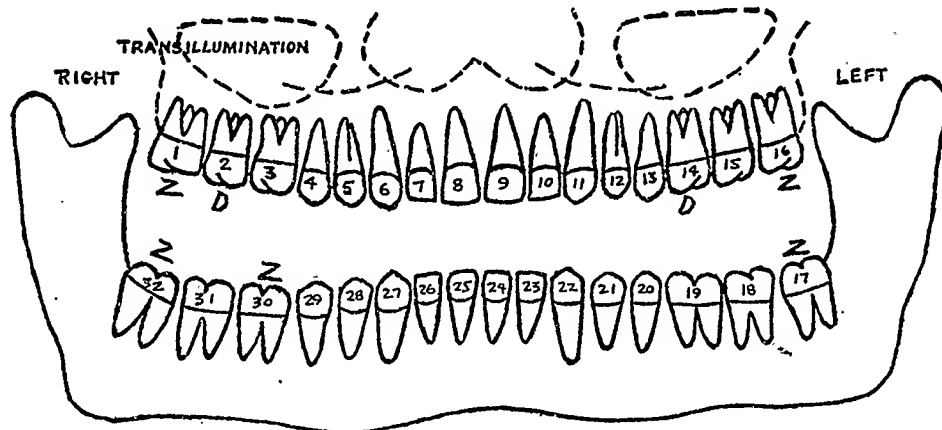
Glands *negative*

Sinus _____

Throat _____

DENTAL DIAGNOSIS

- cell - sym.
off. spec. agf.*
- A. Labial
 - B. Lingual
 - C. Incisal
 - D. Occlusal
 - E. Buccal
 - G. Mesial
 - H. Distal
 - K. Mesio-labial
 - L. Disto-labial
 - M. Mesio-lingual
 - N. Disto-lingual
 - O. Mesio-incisal
 - P. Disto-incisal
 - R. Mesio-occlusal
 - S. Disto-occlusal
 - T. Bucco-occlusal
 - U. Lingual-occlusal
 - V. Mesio-disto-occlusal
 - W. Bucco-lingual-occlusal



☒ Roots
 ☐ Abscess
 ☐ Impacted
 ☐ Crown
 ☐ Devitalized
 ☐ Dummy bridge
 ☐ On denture
 ☐ Missing
 ☒ Extraction Indicated

X-ray No. _____ X-ray reading _____

Gingival disease (indicate nature and extent) _____

Conditions of appliances replacing teeth _____

Remarks: _____

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date 10/3/38 (Signature) P. Harris
Dental Surgeon

Summary of Findings

(Summarize here all defects found.)

1. deformed arches - no symptoms
2. _____
3. _____
4. _____
5. _____

Recommendations:

1. Is this man capable of strenuous ✓ moderate _____ light _____
or very light _____ physical exertion. (Indicate which).
2. Has this man any defect which would interfere with his participation
in raids or other work connected with the detection and apprehension
of criminals which might entail the practical use of firearms?
(Indicate YES or NO) no

Remarks:

W. E. Conder (MC)
Chas. Brown Lt (mc) USN.
E. J. Harkness

Administrative action by Federal Bureau of Investigation.

DIRECTOR

October 12, 1936

~~PERSONAL AND GOVERNMENTAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on October 3, 1936.

The only physical defect in this report is decreased reflex with no symptom. The Board of Examining Physicians advised that you are capable of performing strenuous physical exertion and have no defects which would interfere with your participation in riding or other work involving the exercise and use of firearms.

Sincerely yours,
For the Director

Harold Nathan
Assistant Director

59

CC - Crowl
Clegg

Mr. Tolson
Mr. Nathan
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Fox
Mr. Glavin
Mr. Harbo
Mr. Lester
Mr. McIntire
Mr. Nichols
Mr. Quinn Tamm
Mr. Tracy
Miss Gandy

[Handwritten signature and initials]

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: Mr. Joseph H. Sizoo

Date: October 12, 1938

Present Status

- | | |
|--------------|---|
| 1. Title: | 2. Grade: |
| 3. Salary: | 4. Seat of Government: ()
Field: () |
| 5. Division: | 6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |

Proposed Change

- | | |
|--|--|
| 7. Title: <u>Special Agent</u> | 8. Grade: <u>GS-7</u> |
| 9. Salary: <u>\$3,300 per annum and \$400 per diem</u> | 10. Seat of Government: ()
Field: () |
| 11. Division: | 12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |
| 13. Effective: <u>With entry on duty</u> | 14. Position: Additional: ()
Vice: <u>William F. Prior -
replaced.</u> |

15. Remarks: Recommendation of appointment as a Special Agent in Charge of the New York City office at the rate of \$3,300 per annum and \$400 per diem in lieu of subsistence and an allowance of travel and operation when absent from official headquarters.

A memorandum which was forwarded to Mr. Joseph H. Sizoo, the Assistant to the Attorney General, under date of October 6, 1938, recommending the above individual for a position as a Special Agent within the New York City office. Mr. Sizoo is presently employed in this Bureau in a clerical capacity.

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:	Efficiency ()	Date	Initial
	Average provision ()		

approved: _____

The Administrative Assistant
to the Attorney General.

Funds certification:

approved: _____

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

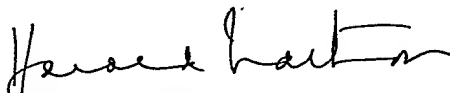
October 6, 1938

MEMORANDUM FOR MR. JOSEPH B. KEENAN
THE ASSISTANT TO THE ATTORNEY GENERAL

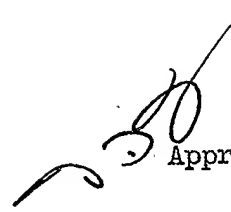
There is submitted herein the name of Mr. Joseph A. Sizoo, 4731 Old Dominion Drive, Arlington, Virginia, for your consideration in connection with his appointment to the position of Special Agent in the Federal Bureau of Investigation. Mr. Sizoo is presently employed in this Bureau in a clerical capacity. There are no political endorsements in this case.

If you approve this recommendation, the formal request for Mr. Sizoo's appointment as a Special Agent in Grade Caf 9, with salary at the rate of \$3200 per annum, will be forwarded to the Department.

Very truly yours,
For the Director



Harold Nathan
Assistant Director



Approved and returned:



Joseph B. Keenan
The Assistant to the Attorney General

*Per Records Dept
10-12-38
Allen*

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RHL:MLJ

October 6, 1938

MEMORANDUM FOR MR. TOLSON

RE: JOSEPH A. SIZOO -
Special Agent Applicant.

Age	28
Marital Status	Married
Education	A.B.-George Washington University LL.B.-George Washington University
Member of D. C. Bar (Recently took California Bar examination - result not known.)	
Outstanding Endorsers	None

Interviewing Official Crawl reported favorably concerning this applicant, advising that he was above average in intelligence and had proved a highly efficient employee in the Chief Clerk's Office. The supposititious interview was handled satisfactorily and the written report was comprehensive and accurate with the exception that he confused Texas Christian University with the University of Texas. This applicant entered on duty as a Messenger July 10, 1935, and has been continuously assigned to the Chief Clerk's Office, presently being Supervisor in charge of the Movement Section. His file reflects no derogatory information. The character and fitness investigation originally made in this case reflects that this applicant was above average in high school and received exceptionally high grades while attending Los Angeles Junior College and his grades averaged a little less than "B" at George Washington University. Applicant's practical experience prior to entering on duty in the Bureau consisted for the most part of odd jobs, such as Grocery Clerk, Milkman, and Delivery Boy. He was employed with the Capitol Garage, Washington, D. C., for approximately two years and it was reported that he was far ahead of most of the boys who worked in this Garage. Applicant has received three efficiency ratings while with the Bureau, the first of which was Very Good and the last two Excellent.

Respectfully

OCT 12 1938

R. H. Laughlin

FEDERAL BUREAU OF INVESTIGATION

From: Chief Clerk's Office Room 5513.

October 6, 1938

To: Director
XXX Mr. Tolson
Mr. Glavin
Mr. Tracy
M

FOR APPROVAL TO SEND OUT

Appointment MR. JOSEPH A. SIZOO, CAF 9,
\$3200 per annum, Special Agent, school of
October 31, 1938.

No endorsers.

He has been employed in
a clerical capacity since
July 10, 1935.

K

Mr. Tolson _____
Mr. Nathan _____
Mr. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Crowl *[Signature]*
Mr. Dawsey _____
Mr. Egan _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Harbo _____
Mr. Lester _____
Mr. McIntire _____
Mr. Nichols _____
Mr. Tracy _____
Miss Gandy _____

OK
✓
1078

OK
[Signature]

86

[Signature]
A. H. Crowl

AHC:TW
67-57045

October 13, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

You are hereby offered an appointment as a Special Agent in the Federal Bureau of Investigation, United States Department of Justice, in grade CAF 9, with salary at the rate of \$3200 per annum. You will also be allowed your expenses of travel and operation in accordance with existing regulations, and \$5.00 a day in lieu of subsistence when absent from official headquarters, which are fixed at Washington, D. C., effective upon your entry on duty, to which point you should proceed at your own expense in order to assume your official duties.

This appointment is of a probationary character solely, and it is to be understood that it will be necessary for you to demonstrate fully your fitness for continued employment in the Federal Bureau of Investigation. It is also understood that you are to proceed on orders to any part of the country that the exigencies of the service may require. You should therefore arrange your personal matters before taking oath of office that you will be able to accept assignment to any part of the country where your services may be needed.

You should notify this office at once if this appointment is accepted. If it is not accepted in one week it will be cancelled. Should you accept, you are directed to report for oath of office and assignment at 9:00 A.M. on October 31, 1938, to room 5256, United States Department of Justice Building, Pennsylvania Avenue between 9th and 10th Streets, Northwest.

This letter, which should be considered strictly confidential and given no publicity, should be presented when you report for oath of office.

CC - Mr. Crowl

Very truly yours,

John Edgar Hoover,
Director.

AHC:MAL

October 14, 1938

Mr. J. A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

I want to extend to you my congratulations
for your part as a member of the FBI Softball Team
in the Department of Justice League.

I have learned with pleasure that this
team was winner in both the second half series and
in the final play-off and I desire to wish you
continued success in your activities as a member
of an FBI Athletic Association enterprise.

Sincerely yours,

CC-Mr. Crowl

67-57-63

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Dawsey.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

October 17, 1938

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Hoover:

I hereby accept the appointment offered
me in your letter dated October 13, 1938, and will report
at Room 5256, on Monday, October 31, 1938, for assignment.

Respectfully,

Joseph A. Sizoo
Joseph A. Sizoo

67-57045-664

18 1938

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WRG:atw

October 17, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

Reference is made to the suggestion submitted by you concerning the maintenance of records showing the retraining and special instruction schools attended by Special Agents after such employees have resigned.

I want you to know that I appreciate your thoughtfulness in submitting this suggestion and it is being given consideration at the present time.

Sincerely yours,

W. J. Clegg

67-5704-65

CC - Mr. Crowl

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Dewey.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....

MAILED

OCT 17 1938

RECEIVED
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

RECEIVED

October 12, 1938.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Sizoo:

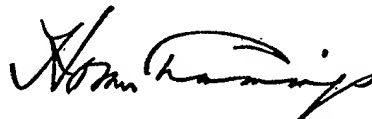
You are hereby appointed a Special Agent in the Federal Bureau of Investigation, Department of Justice, with salary at the rate of \$3200 per annum in Grade Caf-9. You will also be allowed your expenses of travel and operation in accordance with existing regulations, and \$5.00 a day in lieu of subsistence when absent from official headquarters, which are hereby fixed at Washington, D. C., effective with your entry on duty, to which point you should proceed at your own expense in order to assume your official duties. Your headquarters will thereafter be changed from time to time to such places as may be deemed advisable by the Director of the Federal Bureau of Investigation, under whose supervision and instructions you will be employed.

Your salary, expenses, and per diem will be paid from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation," FIMB.

This appointment will take effect when you enter on duty at Washington, D. C.

This letter is not to be considered as operating credentials and is not to be so used. Operating credentials are issued separately.

67-57045-166
Respectfully,



Attorney General.

By the Attorney General:

Don B. Wood

The Assistant to the Attorney General.

Vice: William P. Friar, resigned.

7-2265

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

October 12, 1938.

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Sizoo:

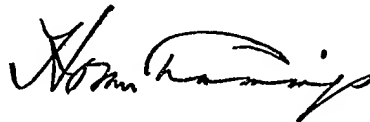
You are hereby appointed a Special Agent in the Federal Bureau of Investigation, Department of Justice, with salary at the rate of \$3200 per annum in Grade Caf-9. You will also be allowed your expenses of travel and operation in accordance with existing regulations, and \$5.00 a day in lieu of subsistence when absent from official headquarters, which are hereby fixed at Washington, D. C., effective with your entry on duty, to which point you should proceed at your own expense in order to assume your official duties. Your headquarters will thereafter be changed from time to time to such places as may be deemed advisable by the Director of the Federal Bureau of Investigation, under whose supervision and instructions you will be employed.

Your salary, expenses, and per diem will be paid from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation," FIELD.

This appointment will take effect when you enter on duty at Washington, D. C.


This letter is not to be considered as operating credentials and is not to be so used. Operating credentials are issued separately.

Respectfully,



Attorney General.

By the Attorney General:



The Assistant to the Attorney General.

File
10-20-38
7-2265

Best Copy Available

October 10, 1948

MEMORANDUM FOR THE CHIEF

It has been the practice in the past, when an agent has resigned, to retain in the Movement Section of the Chief Clerk's Office the card showing the retraining schools attended by that agent.

It is thought that it might be of value, when reviewing the file of a former Special Agent, to have immediately available a list of the retraining and special instruction schools which he attended. It is accordingly suggested that the cards of reference, one of which is attached for your consideration, be placed in the personnel files of the various former Special Agents.

If it is not desired that these cards be placed in the personnel files, it is suggested that they be destroyed, inasmuch as they are no longer of use to this office.

Respectfully,

Joseph A. Sizoo
Chief Clerk's Office

67-57045-67

OCT 13 1948

✓

100

✓

AHC:GC
67-57045

October 30, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

With reference to the Special Agent appointment which was recently tendered you, it is desired that you report for oath of office and assignment at 9:00 A.M. on November 1, 1938 instead of October 31, 1938.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Fawcett
Mr. Ladd
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Lester
Mr. McIntire
Mr. Nichols
Mr. Quinn Tamm
Mr. Tracy
Miss Gandy

CC: Mr. Crowl

67-57045-68

**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

October 22, 1938

MEMORANDUM FOR MR. CROWL

With reference to the error in information concerning the assignment of Special Agent P. M. Breed which was scored against the Movement Section, you are advised that the writer alone was responsible for this error.

Miss Miriam Jackson brought a list of about fifteen agents' names to the writer yesterday morning and requested that the office of assignment of each agent be placed beside each name, informing me that she was anxious to get started on the letters immediately. Consequently, in order to conserve my time as well as furnish her the requested information as soon as possible, I supplied the offices of assignment from memory, rather than look up each individual agent in the movement cards. The erroneous information was given in the case of Agent Breed, since he had been assigned to the Atlanta Office for about two years prior to his assignment to the Boston Field Division.

I sincerely regret having furnish eroneous information, and wish to assure you that utmost care will be exerted in the future, in order that errors of this sort will not be repeated.

Respectfully,

Joseph A. Sizoo

att

67-57045-69

Q R

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

November 30, 1938

MEMORANDUM FOR MR. TOLSON

A search of the files of this Division
fails to disclose any record of Joseph Alexander
Sizoo, employee, whose fingerprint card has been
retained here. The fingerprint classification in
this case is

	PS	L			
			M		
17	L	25	W	100	9.
	M	4	W	001	

Respectfully,

Quinn Tamm
Quinn Tamm

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Foxworth	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Lester	_____
Mr. Quinn Tamm	_____
Mr. Tracy	_____
Mr. Carson	_____

DEC 1 1938

67-57045-70

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November 16, 1938

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

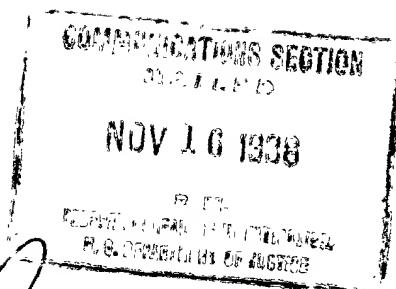
Dear Mr. Sizoo:

This will acknowledge receipt of your contribution of \$10 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who may lose his life by violence in the line of official duty.

Very truly yours,



John Edgar Hoover,
Director,



JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

C. L. Sizoo
11/14/41

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund and who may lose his life by violence in line of official duty, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. In the event of a finding that the death was by violence in line of official duty, appropriate instructions will be issued to the Chief Clerk, directing him to pay to the designated beneficiary the full amount of said fund as of the date of death.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy Tutt Sizoo Address 4731 Old Dominion Drive,
Arlington, Virginia.
Relationship Wife

John Edgar Hoover
11/14/41
JEB

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo
Special Agent.

(Signature)

[illegible]

Thomas L. Thompson
 W. Lee A. Hill
 Jack A. Green
 Richard S. Harrison
 Arthur A. Jones, Jr.
 George E. White
 W. Thomas Brown
 Robert E. Lee
 James E. Smith
 E. Nelson Davis
 Frank A. Johnson
James E. Smith
 Fred A. Smith
 John E. Smith

Phragmites australis

67-022-105

14

AHC:GC

October 28, 1938

MEMORANDUM FOR MR. CLEGG

There is attached a list of individuals who have been appointed as Special Agents in the Federal Bureau of Investigation, and who have been ordered to report to you for oath of office and assignment at 9:00 A. M. on November 1, 1938.

They have been advised that their appointments are tendered for a probationary period, with the understanding that they will be assigned to any part of the country where their services may be needed. They have also been advised that it will be necessary for them to submit to an additional physical examination at Washington, and in the event this examination reflects that they are not capable of performing strenuous duties, or that their vision or color vision is not normal, or that they have any defect which might interfere with their use of firearms, their appointment will immediately be recalled.

It will be incumbent upon you to devote particular attention to training these Agents thoroughly, giving their development your personal attention. Their investigative activities should be carefully watched in order to develop them in such a manner as will make their work creditable to themselves and of value to the Bureau.

Under separate cover there were transmitted to you oath of office forms, personal history sheets, vocation and avocation forms, and designation of beneficiary forms, which should be executed by these newly appointed Agents and returned to the Chief Clerk's Office as soon as possible.

Very truly yours,

John Edgar Hoover,
Director.

Enclosure.

67-622-117

TRAINING SCHOOL OF NOVEMBER 1, 1938

Special Agents

Joel D. Colglazier
John W. T. Falkner, IV
Francis M. Fawcett
Dennis A. Flinn

Louisville, Kentucky
Oxford, Mississippi
Washington, D. C.
Washington, D. C.

James D. Good
Henry P. Hays
Wayne W. Klemp
Donald A. Ladenberger

Columbia, South Carolina
Longmont, Colorado
Kansas City, Missouri
Lemars, Iowa

Roger W. Leverton
Thomas T. Naughten
Andrew J. Quinn, Jr.
Robert F. Ryan

Washington, D. C.
Washington, D. C.
Lima, Ohio
Detroit, Michigan

H. Weston Segura
Joseph A. Sizoo //
John H. Williams

Jackson, Mississippi
Washington, D. C.
Kansas City, Missouri

Accountants

Glenn H. Bethel
Grant C. Earl
Robert M. Fauntleroy
James L. Kirkland

Washington, D. C.
New York City
Washington, D. C.
Washington, D. C.

Francis B. McGivern
Gordon A. Nease
Richard N. Peterson
Eugene F. Rinta

Washington, D. C.
Washington, D. C.
Minneapolis, Minnesota
Boston, Massachusetts

T. Woodrow Roberts
Thomas J. Scott
Melvin E. Singleton

Washington, D. C.
Washington, D. C.
Missoula, Montana

I, Joseph A. Sizoo do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of Special Agent, Federal Bureau of Investigation,
U. S. Department of Justice
on which I am about to enter: So help me God.

(Sign here) Joseph A. Sizoo.

Subscribed and sworn to before me this) Where born (State Only) Miss.
first day) Date of birth Aug. 28, 1910.
of November A. D. 1938 Whence appointed:
State Calif. County Los Angeles
Congressional District 17th

Wm. C. Jackson
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty Nov. 1, 1938.
Residence 4731 Old Dominion Dr., Arlington, Va.
Do you receive an annuity under the Civil Service Retirement Act? No

Place

Washington, D.C.

Date

Nov. 1, 1938

Special Agent

Joseph A. SizooI. DEGREE:AA
AB
LLBSCHOOL:Los Angeles Jr. College
George Washington Univ.
George Washington Univ. Law SchoolLOCATION:Los Angeles, Calif.
Washington D.C.
Washington, D.C.II. BARS:YEAR ADMITTED:Dist. of Columbia1938.III. CERTIFIED PUBLIC
ACCOUNTANTS:YEAR:No.IV. LANGUAGES:INDICATE DEGREE OF PROFICIENCY:Holland (speaking + understanding)fairV. SPECIAL QUALIFICATIONS:(Vocations, avocations, and
miscellaneous qualifications.)INDICATE DEGREE OF PROFICIENCY:Service Station OperatorgoodAutomobile driver (chauf.)goodPublic SpeakingMajor in College - very
little actual experience.Sports - Baseball, Basketball,
Badminton, TennisGood

NOV 7 1938

Special Agent in Charge.

Federal Bureau of Investigation
United States Department of Justice

Washington, D.C.

November 1, 1938.

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with instructions contained in Section 36 of the Bureau Manual of Rules and Regulations, please be advised that my status with respect to the items listed below is as follows:

- (A) Marital status: *Married.*
- (B) Names of societies or organizations with which connected: *Sigma Chi Fraternity*
FBI Athletic Assn.
- (C) Legal residence: *Los Angeles, Calif.*
- (D) Education: *4 yrs High School - 2 yrs La Angeles Jr College - AA degree*
George Washington Univ. - AB degree
George Washington Law School - LLB degree
- (E) Name, address and relationship of person to be notified in case of emergency: *Dorothy T. Sizoo, wife, reg. air mail #79*
4721 Old Dominion Dr., Arlington, Va.
- (F) List of names of any relatives now in the Government service, with the degree of relationship, and where employed. (List all relatives, including those by marriage.) *Dorothy T. Sizoo, wife, Interstate Commerce Comm.*
Mrs. Lillian C. Trett, mother-in-law, Navy Dept.
- (G) Offices where assignment preferred: *Los Angeles*

NOV 4 1938

Very truly yours,

Joseph A. Sizoo.
Special Agent

Ch

December 12, 1938

MEMORANDUM FOR MR. CLEGG

This is to advise you that my residence
telephone number has been changed to Chestnut 0747.

Respectfully,

Joseph A. Sizoo
Special Agent

DEC 15 1938

100-10000-71

Best Copy Available

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D. C.

RT:AG

November 21, 1938

MEMORANDUM FOR MR. CLEGG

Re: Agents in Attendance at
Training School Commencing
November 1, 1938.

As the result of a practical test given to the members of the new Special Agents' training class by Special Agents R. Gordon Grantham and Robert L. Hicks on November 6 and 13, 1938, the following observations are made:

The driving tests consisted of driving in traffic and on the open road and each Agent was required to tail a car for a short distance to test his ability to move quickly and easily in traffic, with the exception of Special Agent D. W. Ladenberger, who was not given this test by reason of the fact that he has not had sufficient driving experience to risk the safety of a Bureau car in such maneuvers. To test the powers of observation of the Agents on the open road, they were required to report the license numbers on several cars as the cars approached and were passed by the Bureau car.

<u>NAME</u>	<u>Ability</u>	<u>Experience</u>	<u>Accidents</u>	<u>Operator's license.</u>
James A. Sizoo	Excellent	18 years	None	California, Arizona; D.C., District of Columbia; Virginia

Respectfully,

/s/ Robert L. Hicks.

R. L. Hicks
Special Agent.

67-022-121

44 11.

January 24, 1939

Special Agent in Charge,
Detroit, Michigan.

Dear Sir:

This is to advise you that Special Agent
J. A. Sizoo, who entered on duty **November 1, 1938,**
in Grade Caf-9, at a salary of \$3,200 per annum, has been
directed to report to you for assignment. The training
school terminates on **February 4, 1939,** on which date
he will proceed to your division. You should advise the
date of his arrival.

You are instructed to continue the training of
the Agent so that he may receive experience in all branches
of the work of the Bureau. In submitting special efficiency
reports, in accordance with the provisions of the Manual of
Rules and Regulations, you should include statements as to
the kinds of cases on which the employee has been engaged,
his ability or lack thereof in any certain phase of the work,
and particularly his ability to perform more involved in-
vestigations, such as bankruptcy. It is further desired
that you give your personal attention to the development of
this employee along administrative and executive lines and
that any pertinent information indicating possibilities for
assignment to such work be reported to the Washington head-
quarters of the Bureau from time to time.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

1939 JAN 25 1939

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Detroit - Michigan
February 5, 1939

Director
Federal Bureau of Investigation
Washington, D. C.

RE: J. A. SIZOO
SPECIAL AGENT

c
Ch
Ch

Dear Sir

This is to advise that Special Agent J. A. SIZOO arrived at Detroit, Michigan from Washington, D. C. at 8:25 a.m. February 5, 1939 and reported to this office for assignment at 2:10 p.m. the same day.

Agent SIZOO had the following Government property in his possession:

<u>Article</u>	<u>Condition</u>
Bureau Badge #420	Good
Badge Case	Good
Commission Card #1043	Good
Commission Card Case	Good
Manual of Rules and Regulations #554	Good
Manual of Instructions #554	Good
Tax Exemption Identification Card #J1195	Good
Accountant's Brief Case with Lock & Key	Good
Zipper Brief Case	Good
.38 Calibre Colt Police Positive Revolver #412973	Good
Adapter for Police Positive Revolver	Good
Hip Holster for Police Positive Revolver	Good
Mattrep Memorandum	Good

The address of Agent SIZOO is 1545
Cadillac Avenue, Detroit, telephone Lenox 8697.

In the event of an emergency it is requested that his wife, Mrs. Dorothy T. Sizoo, 4751 Old Dominion Drive, Arlington, Virginia, be advised.

Very truly yours

FEB 11 1939

JSB:PK
66-427

John S. Bugas
Special Agent in Charge

Ch

REC-57

NAME: Joseph A. Sizoo

TITLE: Special Agent

AGE: 28

MARITAL STATUS: Married

EDUCATION: A.B.; LL.B. degrees

PREVIOUS VALUABLE EXPERIENCE: FBI clerk; bookkeeper; and clerical work

LEGAL RESIDENCE: Los Angeles, California

OFFICE OF ASSIGNMENT: Los Angeles

REMARKS: This employee notes quite a youthful appearance; expresses himself exceptionally well; is tactful; courteous; rather self-sufficient. The amount of supervision which he will require will be below average. This employee has a rather good opinion of himself and there is some justification for it. With increased activity and experience he should develop rapidly.

HHC:BT

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

MEMORANDUM FOR THE DIRECTOR

TRAINING SCHOOL FOR NEW SPECIAL AGENTS - EFFICIENCY REPORT

Re: JOSEPH A. SIZOO
Special Agent

Date Submitted February 6, 1939

Date of Training School 11-1-38 to 2-4-39 Age 28

Legal Residence Los Angeles, California Marital Status Married

Offices of Preference Los Angeles Assigned to Detroit

Education: A.B. and LL.B. degrees

Previous Valuable Experience: FBI Clerk; bookkeeper; and clerical work

Training School Grades

Examination, Rules & Regulations	95 $\frac{1}{2}$	Auditory Test	Fair
Examination, Manual of Instructions	93	Visual Memory Test	Fair
NMVT Special Interview Test	Good	Resourcefulness Test	Good
Location of Houses and Raid Plan	---	Fingerprint Identification	99.6
Kidnap Victim Interview Test	Very Good	Bankrupt Report Test	Good
Crime Scene Test and Report	Fair	Description Tests	Good
Investigation Work in Wash. Field Div.	Good	Identification by photos	Good
Dictation Ability	Good	Auto Driving	Excellent
Searches at Crime Scene	Good	Scientific Training	Fair
		First Aid	35
		Moot Court	---
		Crime Statistics Test	100

Firearms Training

Hip Shooting:	Good
Practical Pistol Course:	78
Automobile Course - Pistol:	---
Automobile Course - Machine Gun:	---
Shotgun:	100
.30'06 Rifle:	84
.351 Rifle:	90
Machine Gun:	95

Physical Training

Physical Condition:	Good
Coordination of Mind and Muscle:	Good
Alertness:	Good
Team Spirit:	Good

FEB 11 1939

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Crowl	✓
Mr. Egan	
Mr. Foxworth	
Mr. Glavin	✓
Mr. Harbo	
Mr. Lester	
Mr. McIntire	
Mr. Nichols	
Mr. Tracy	
Miss Gandy	

67-57145-74

Memorandum for the Director

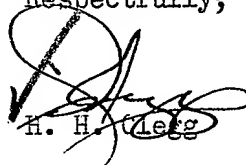
- 2 -

February 6, 1939

This Special Agent occasionally gives the impression that he thinks he is pretty good, and I believe he is right in his conclusion. He occasionally makes a rather youthful appearance, yet he expresses himself exceptionally well, is courteous, and rather self-sufficient. He will probably require less than average supervision for a new Agent.

I would rate him above average in diligence, self-confidence, self-control, ability to conduct interviews, ability to judge physical descriptions, photography, self-expression, dictation, mental qualifications, decisiveness, and willingness to accept responsibility. I would rate him about average in appearance, arrest technique practice, practical performance in the laboratory, mechanical skill, marksmanship, physical condition, and amenability to discipline.

Respectfully,


H. H. Clegg

Federal Bureau of Investigation
United States Department of Justice
Detroit, Michigan
February 18, 1939

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

This is to advise that Special
Agent J. A. Sizoo returned to Detroit, Mich-
igan from Glencoe, Ontario, Canada at 9:30 P.M.
February 17, 1939.

Very truly yours,

John S. Bugas

John S. Bugas
Special Agent in Charge

JSB:bas

RECORDED

66-5024-12
FEDERAL BUREAU OF INVESTIGATION
FEB 20 1939
U. S. DEPARTMENT OF JUSTICE
CH. CLK.
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ALPH. FILE

CARBON
COPY

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

FEB 17 1939

POSTAL

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....

W4 17 VIA MACKAYRADIO

DETROIT MICH 1235PM FEB 17 1939

DIRECTOR

FBI JUSTICE WASHN DC

J.A. 0
UNLESS ADVISED TO CONTRARY SA SIZOO PROCEEDING GLENCOE ONTARIO
CANADA RE MATTNAP SUSPECT ELEVEN THIRTY AM TODAY

BUGAS.

XX 1251PM

REMOVED FROM
ALPH. FILE

NOT RECORDED

66-5024

10:37

February 9, 1939

~~PERSONAL AND CONFIDENTIAL~~

Mr. J. C. Eugas
Federal Bureau of Investigation
U. S. Department of Justice
Post Office Box 7112
Detroit, Michigan

Dear Sir:

There is attached hereto a record of the attendance of Special Agent ^{To 600 1200} at the Training School for New Special Agents of the Bureau.

The enclosure is for your confidential information. It should be placed in the Special Agent's personnel file. The information contained in this report may be used by you as a guide in the future training of this employee.

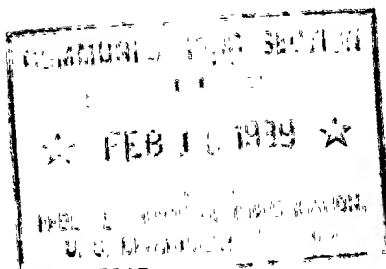
Very truly yours,

J. E. Hoover

John Edgar Hoover.
Director.

W. C.
Enclosure.

17-1-75



AMC:ECW

February 10, 1939

Special Agent in Charge,
Detroit, Michigan

Dear Sir:

There are transmitted herewith the following papers concerning Special Agent **Joseph A. Sizoo**, who entered on duty in the Bureau on **November 1, 1938, as an Agent:**

Special Qualification Record,
Copy of Personnel Status Report
submitted during Training School,
Field Leave Record Card.

The Special Qualification Record and the copy of the Personnel Status Report should be placed in this Agent's Field Personnel File.

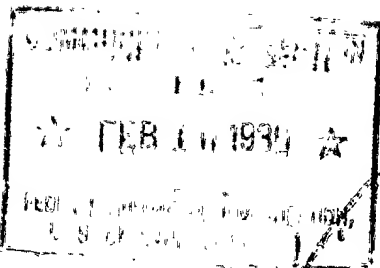
Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Enclosures.

76



Federal Bureau of Investigation
United States Department of Justice

Detroit, Michigan
March 15, 1939

Director
Federal Bureau of Investigation
Washington, D. C.

Re: SPECIAL AGENT J. A. SIZOO
Special Efficiency Rating

Dear Sir:

This Agent in his investigations shows results better than ordinarily expected of a new Special Agent. He attacks his cases with vigor, ingenuity and intelligence, and is possessed of an abundance of self-confidence. He is small in stature and youthful in appearance, but evidences investigative wisdom belying his youth and appearance.

He dictates above average for a new Agent and is efficient in marshalling facts. He drives an automobile well and uses sidearms with a good degree of efficiency. I have not observed him testify in court. He has submitted at least one rough draft, which was a summary report in a fairly complicated case, that was in good shape and wholly inclusive. He has a good knowledge of Bureau policy and rules and regulations.

I believe this Agent should develop a more friendly affable attitude. At times in his outward appearance he seems a little too self-satisfied. Actually I don't believe he is so, but in his mannerisms he would lead a not-careful observer to so adjudge him. I believe he should dictate his reports more fully. He has a very natural tendency to be satisfied with putting into a report information that makes the investigation clear to him, forgetting that it should be readily and completely enlightening to others who have not the personal knowledge of the investigative background. He should report more in detail and not try so much to sift investigative data to what he considers essentials.

67-57045-77
However, these are criticisms I expect Agent Sizoo to be easily able to rectify, and all in all I consider him as one who has developed unusually fast for the short time he has been in the service and one who will develop into a valuable employee.

Very truly yours

John S. Bugas
Special Agent in Charge

JSB:PK

Best Copy Available

Huntington, West Virginia,
May 8, 1939

Director,
Federal Bureau of Investigation,
Washington, D.C.

JOSEPH F. SIZOO,
Special Agent

Dear Sir:

This is to inform that the above Special Agent arrived in Huntington, West Virginia, at 7 P.M., May 7, 1939 from Detroit, Michigan under transfer and reported for duty at 8:32 A.M., this date.

Upon his arrival Agent Sizoo had the following personal property in his possession, all in good condition:

Bureau Badge #420 & case
Identification Card #1043 & case
Manual of Rules & Regulations #554
Manual of Instructions #554
Tax Exemption Identification Card J-1195
Accountant's Brief Case with Lock & Key
Zipper Brief Case
.38 Cal. Colt Official Police Revolver (45BP)
#632,519
Adapter for Official Police Revolver
Hip Holster for Official Police Revolver
Patnap Memorandum 7-15-38

Agent Sizoo is temporarily residing at the Governor Cabell Hotel, Huntington, W. Va., Telephone 4131. This is also the temporary address of the person to be notified in case of emergency, Mr. Joseph F. Sizoo.

Very truly yours,

W.F.H.
66-117

W.F.H.
Special Agent in Charge

cc Detroit

-178

(copy - klw)

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON D C

LAH:BT

April 24, 1939

MEMORANDUM FOR MR. CLEGG

There have been a number of Special Agents who have gone to the field in the past year who have impressed me as outstanding. I would like to suggest that the Bureau might keep an eye specifically on these individuals because I think that they are outstanding in personal appearance and ability:

<u>NAME</u>	<u>ROD</u>
Mr. R. G. Leddy	4-18-38
Mr. J. F. Trost	7-25-38
Mr. A. M. Thurston	4-18-38
Mr. A. W. Candler	7-25-38
Mr. J. A. Sizoo	7-10-35 (as Messenger) 11-1-38 (as Special Agent)
Mr. R. W. Leverton	6-14-35 (as Messenger) 11-1-38 (as Special Agent)
Mr. D. A. Flinn	11-6-34 (as Messenger) 11-1-38 (as Special Agent)
Mr. W. M. Todd	10-29-34 (as Messenger) 7-25-38 (as Special Agent)
Mr. H. W. Segura	11-1-38

Respectfully,

L. A. Hince

Huntington, West Virginia
May 14, 1939

Director
Federal Bureau of Investigation
Washington, D. C.

Re: JOSEPH A. SIZOO
Special Agent

Dear Sir:

The address and telephone number of
the above Special Agent have been changed to
the following:

820 - 11th Avenue
Huntington, W. Va.

Telephone #9422

The address of the person to be
notified in case of an emergency has also been
changed to the above.

Very truly yours,

WVM:TEB

W. V. McLAUGHLIN
Special Agent in Charge

-179

Federal Bureau of Investigation
United States Department of Justice
Huntington, West Virginia
May 18, 1939

Director
Federal Bureau of Investigation
Washington, D. C.

~~PERSONAL &
CONFIDENTIAL~~

Re: MR. JOSEPH A. SIZOO, Special Agent
Efficiency Report - Departure of
Special Agent in Charge

Dear Sir:

With reference to the above named individual
I wish to advise that nothing has occurred since May 1,
1939, at which time the Annual Efficiency Ratings were
given, which would cause me to add or detract from that
efficiency rating.

Very truly yours,

W V McLaughlin

W. V. McLAUGHLIN
Special Agent in Charge

WVM:TEB

339

67-57045-80

18

FWB

Ben

June 27, 1939

Special Agent in Charge,
Huntington, West Virginia.

Dear Sir:

The records of the Bureau fail to reveal
that you have submitted the usual 30 day report on
Special Agent J. A. Sizoo. Kindly give this
matter appropriate attention.

Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

81

[Handwritten signature and checkmark]

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

AHC:MLJ

June 3, 1939

JOSEPH A. SIZOO - SPECIAL AGENT
HUNTINGTON FIELD DIVISION

Mr. Tolson ☒
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Crowl ☒
Mr. Egan _____
Mr. Foxworth _____
Mr. Glavin ☒
Mr. Harbo _____
Mr. Lester _____
Mr. McIntire _____
Mr. Nichols _____
Mr. Q. Tamm _____
Mr. Tracy _____
Miss Gandy _____

Efficiency rating	GOOD	5-1-39
Previous efficiency rating	EXCELLENT (Clerk)	
Entered on duty	7-10-35 (Messenger)	
	11-1-38 (Special Agent)	
Grade and salary	CAF 9, \$3200	
Last salary change	11-1-38	
Previous test ratings:		
Rules & Regulations	95 1/4%	Training School
Instructions	93%	" "
Re-training School		

Accounting course	Not enrolled	
Marksmanship	Expert	
Times qualified during past 12 months	Fully qualified	
Times failed to qualify with	No failures	

REMARKS

SAC Bugas reports this Agent, a new Agent, is doing work indicative of a longer employment as Special Agent. He has developed very satisfactorily; is efficient and his work requires less than average supervision ordinarily necessary for a new Agent. His dictation is above average. He uses firearms fairly well; drives a car with good ability and is qualified for dangerous assignments. He puts in a large amount of overtime willingly and is extremely anxious to make good. Mr. Bugas considers him an increasingly valuable employee who deserves the rating of Good. He has a rather youthful appearance which possibly hampers him somewhat in his work.

On October 14, 1938, this Agent was by letter commended for his part as a member of the FBI Softball Team and on October 17, 1938, this Agent was thanked by Bureau letter for a suggestion made by him concerning a possible improvement in the Bureau's service.

At the conclusion of the new Agents' school ending February 4, 1939, Mr. Clegg reported this Agent occasionally gives the impression that he thinks he is pretty good and Mr. Clegg believes he is right. Agent expresses himself

Joseph A. Sizoo

- 2 -

June 3, 1939

exceptionally well; is courteous; self-sufficient and will require less than average supervision. He is above average in diligence; self-confidence; self-control; ability to conduct interviews; to judge physical descriptions; photography; self-expression; dictation; mental qualifications; decisiveness; and willingness to accept responsibility.

SAC Bugas on March 15, 1939, reported this Agent attacks his cases with vigor, ingenuity and intelligence and possesses an abundance of self-confidence. He evidenced investigative wisdom belying his youth and appearance. At times he seems a little too self-satisfied and he should dictate his reports more fully; however, Mr. Bugas states these criticisms Agent will be easily able to rectify and he has shown unusually fast development.

RECOMMENDATION

A \$100 increase is recommended in this case.

*From Lett sent
7-12-39
als.*

A. H. Crawl
A. H. CROWL

*OK. & Recom sent
6/27/39 als.*

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

EFFICIENCY RATING SHEET

Office submitting Detroit, Michigan
Date submitted May 1, 1939
Name of employee JOSEPH A. SIZOO - Special Agent Caf-9 \$3200 per annum
(Title) (Grade) (Salary)
Entered on duty November 1, 1938 Entered on duty this office February 5, 1939
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

UNSATISFACTORY.....Duty NOT performed AS WELL AS SHOULD BE EXPECTED;
not satisfactory; DECIDEDLY below standard.
FAIR.....Work ORDINARILY satisfactory; NOT OUTSTANDING.
GOOD.....Duty performed in an EFFICIENT MANNER; qualifica-
tions UP TO STANDARD and SATISFACTORY..
EXCELLENT.....Duty performed in HIGHLY EFFICIENT MANNER; qualified
to a PREEMINENT DEGREE.

The following characteristics should be taken into consideration in the determination of the category in which the employee is placed:

KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension.
JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact.
INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders.
FORCE: Aggressiveness; faculty of performing work with vigor and resolution.
INDUSTRY: Physical activity; application to work; health; energy.
ACCURACY: Attention to details; thoroughness; precision.
PERSONAL APPEARANCE: Impression made on others; personality; neatness.
PAPER WORK: Reporting; marshaling facts; dictating.
ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability.
EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties.

Rating GOOD

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

This agent has been in the service only three months and is doing work indicative of a longer employment as Special Agent. He has developed very satisfactorily. He goes about his work efficiently and his work requires possibly less than the supervision ordinarily necessary for a new agent.

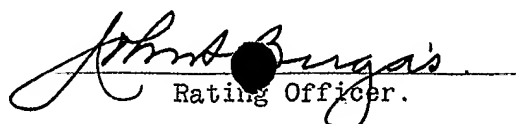
His dictation is much above the average for a new agent, if not for the average old employee. At first he showed a tendency to report rather incompletely, only incorporating things into a report that seemed material to him. I discussed this tendency with him and he has completely altered same and now is reporting fully and completely and well.

Sizoo has a rather youthful appearance, of which I believe he is over-conscious, and that possibly hampers him somewhat in his work. As a result he possibly lacks confidence that he should have in pursuing his investigations. I have talked with him about this at some length, and I believe he will overcome this feeling.

He uses firearms fairly well and drives a car with good ability. In spite of his short length of time in the service, because of his cool, steady disposition I believe him qualified for dangerous assignment.

He puts in a large amount of overtime willingly, and is extremely anxious to make good as a Special Agent. I consider him an increasingly valuable employee who deserves the rating of good.

Have the contents of this report under the heading "Remarks" been read in full to the employee to whom they relate, and has the employee been informed as to the status reflected on the reverse side of this report? Yes.



Rating Officer.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

EFFICIENCY RATING SHEET

Office submitting Detroit, Michigan

Date submitted May 1, 1939

Name of employee JOSEPH A. SIZOO - Special Agent Caf-9 \$3200 per annum
(Title) (Grade) (Salary)

Entered on duty November 1, 1938 Entered on duty this office February 5, 1939
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

UNSATISFACTORY.....Duty NOT performed AS WELL AS SHOULD BE EXPECTED;
not satisfactory; DECIDEDLY below standard.
FAIR.....Work ORDINARILY satisfactory; NOT OUTSTANDING.
GOOD.....Duty performed in an EFFICIENT MANNER; qualifica-
tions UP TO STANDARD and SATISFACTORY.
EXCELLENT.....Duty performed in HIGHLY EFFICIENT MANNER; qualified
to a PREEMINENT DEGREE.

The following characteristics should be taken into consideration in the determination of the category in which the employee is placed:

KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension.

JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact.

INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders.

FORCE: Aggressiveness; faculty of performing work with vigor and resolution.

INDUSTRY: Physical activity; application to work; health; energy.

ACCURACY: Attention to details; thoroughness; precision.

PERSONAL APPEARANCE: Impression made on others; personality; neatness.

PAPER WORK: Reporting; marshaling facts; dictating.

ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability.

EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties.

Rating GOOD

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

This agent has been in the service only three months and is doing work indicative of a longer employment as Special Agent. He has developed very satisfactorily. He goes about his work efficiently and his work requires possibly less than the supervision ordinarily necessary for a new agent.

His dictation is much above the average for a new agent, if not for the average old employee. At first he showed a tendency to report rather incompletely, only incorporating things into a report that seemed material to him. I discussed this tendency with him and he has completely altered same and now is reporting fully and completely and well.

Sizoo has a rather youthful appearance, of which I believe he is over-conscious, and that possibly hampers him somewhat in his work. As a result he possibly lacks confidence that he should have in pursuing his investigations. I have talked with him about this at some length, and I believe he will overcome this feeling.

He uses firearms fairly well and drives a car with good ability. In spite of his short length of time in the service, because of his cool, steady disposition I believe him qualified for dangerous assignment.

He puts in a large amount of overtime willingly, and is extremely anxious to make good as a Special Agent. I consider him an increasingly valuable employee who deserves the rating of good.

Have the contents of this report under the heading "Remarks" been read in full to the employee to whom they relate, and has the employee been informed as to the status reflected on the reverse side of this report? Yes.

JWA

John A. Bugas
Rating Officer.

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name:

Mr. James P. Sizoo

Date:

June 17, 1953

Present Status

1. Title:

Special Agent

2. Grade:

GS-5

3. Salary:

\$2,100 per annum

4. Seat of Government: ()

Field: ()

5. Division:

6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"Proposed Change

7. Title:

Special Agent

8. Grade:

GS-5

9. Salary:

\$2,100 per annum

10. Seat of Government: ()

Field: ()

11. Division:

12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"

13. Effective:

July 1, 1953

14. Position: Additional: ()

Vice:

Identical:

15. Remarks:

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:

Efficiency ()

Date

Initial

Average provision ()

approved:

The Administrative Assistant
to the Attorney General.

Funds certification:

approved:

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

16

Federal Bureau of Investigation
United States Department of Justice
Huntington, West Virginia
July 7, 1939

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Egan	
Mr. Glavin	✓
Mr. Crowl	✓
Mr. Harbo	
Mr. Lester	
Mr. Lawler	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Miss Gandy	

Director
Federal Bureau of Investigation
Washington, D. C.

0

Re: Special Agent J. A. SIZOO
Thirty-Day Efficiency Report

Dear Sir:

The above named Agent reported to this Office on May 8, 1939, and has been engaged in investigation of cases away from headquarters as well as performing some minor investigations in the Headquarters City.

Agent SIZOO is comparatively new in the service. From my observation, I believe that he has a very good knowledge of practically all phases of the Bureau's work, although I have not had the opportunity to observe his work in connection with very complicated cases such as bankruptcy and other involved types of investigation. He exercises good judgment, is very industrious, aggressive and exhibits a considerable amount of energy in applying himself to the investigation of his cases. Agent SIZOO marshals his facts for dictation very well before calling a stenographer and dictates clearly and rapidly. It has been noted, however, that he has a tendency to go into considerable detail with reference to certain phases of a case, perhaps more than is necessary. I believe this is due to his desire to not omit any pertinent details and do not regard this as any serious fault. I have mentioned this to Agent SIZOO and have noted considerable improvement in the submission of his reports.

Agent SIZOO is a good automobile driver, and I believe is courageous and would be effective on dangerous assignments. I have not had an opportunity to observe him testify, although I recently had occasion to observe his conduct in court in the handling of the arraignment of a number of defendants. At a recent term of court held at Bluefield, West Virginia, Agent SIZOO was assigned to several cases in order to explain the facts to the court as each case was called. I observed his conduct on this occasion and as a result of observing his conduct in court, I believe that he would be a good witness. He is taking on a more mature appearance and attitude and I believe will be effective on the witness stand and in his contacts with others.

67-57045-84
He has a splendid attitude toward the Bureau as a whole, and seems to be at ease in his work. Agent SIZOO is developing, and I believe will become a very good Agent.

Very truly yours,

J. W. WARNES,
Special Agent-in-Charge

JWW/HAB
67-19

7-10:10

July 12, 1939

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
700 West Virginia Building
Huntington, West Virginia

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a letter from the Attorney General advising you of your promotion from \$3200 per annum to \$3300 per annum in Grade Caf 9, effective July 1, 1939.

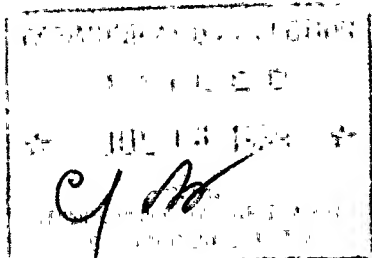
Sincerely yours,

John Edgar Hoover
Director

Enclosure

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Lester
Mr. Quinn Tamm
Mr. Gandy

CC - LAC James, Huntington



85

107:46

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

June 30, 1939

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Department of Justice

Dear Mr. Sizoo:

Your salary as a Special Agent in the Federal Bureau of Investigation, Department of Justice, is hereby increased from \$3200 per annum to \$3300 per annum, in Grade Caf-9, effective July 1, 1939, payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation," FIELD.

Respectfully,



Attorney General.

By the Attorney General:

(Sgt.) Frederick A. ...

The Assistant to the Attorney General.

Federal Bureau of Investigation
United States Department of Justice
Huntington, West Virginia
September 25, 1939

Director,
Federal Bureau of Investigation,
Washington, D. C.

RE: JOSEPH A. SIZOO,
Special Agent.

Dear Sir:

It is respectfully requested that I be
enrolled in the Bureau Accounting Course, and that
the lessons be forwarded to me.

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Special Agent.

JAS:JMMc

RECORDED
OCT 6 1939

Enrolled 9/30/39
Sent 10/2/39
67-57045-86
OCT 1939
JMMc

Mr. Sizoo
OCT 1939

Sept. 30, 1939

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
700 West Virginia Building
Huntington, West Virginia

Dear Sir:

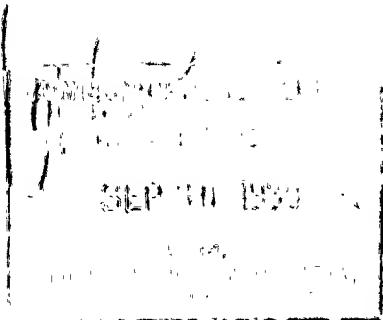
This will acknowledge the receipt of your communication regarding your desire to be enrolled in the bookkeeping and elementary accounting course. Your name has been placed on the list and you will be furnished with this course of instruction.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director

57. < 87



NAME SIZOO, J.

N.M.S. Form 6.

LABORATORY EXAMINATION

RATE FBI

U. S. NAVAL MEDICAL SCHOOL,

Naval Medical Center,

DATE 10-12-39

Washington, D. C.

Request of

Dr. Duncan

Address:

FBI Room

Diagnosis

Physical Examination

Character of examination desired

R&M

Amount 24 hours.....Submitted.....

Appearance Clear Light Amber.....

Reaction Acid.....Sp. Gr. 1.024.....

Albumin Negative.....

Sugar Negative.....

Occult Blood Negative.....

Special.....

Casts.....

Cylindroids.....

Mucus.....Few Shreds.....

Leucocytes.....Occasional.....

Erythrocytes.....

Epithelium.....Few Squamous.....

Crystals.....

Handwritten signature
(MC), U.S.N.

NAME

RATE

DATE

LABORATORY EXAMINATION

N.M.S. Form 16.

U. S. NAVAL MEDICAL SCHOOL,
WASHINGTON, D. C.

1525

Request of

Address

Request for KAHN and
WASSERMANN TESTS.

1525

REPORT

KAHN

WASSERMANN

Qualitative

Quantitative
UnitsCholesterolized
Antigen

NEGATIVE

NEGATIVE.

Blood type "O".

F. W. FARRAR, Lieutenant.

(MC), U.S.N.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Washington DC.
Place

Oct. 12, 1939.

HISTORY

Name Joseph A. Sizoo. Age 29 years, 11 months
Nativity (state) Calif. Minn. Married Single, Widowed: Married Number of Children None

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Influenza, chicken pox

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Father (Living? yes State of Health fair
(Dead? no Cause & age at death? no)
Mother (Living? yes State of Health good
(Dead? no Cause & age at death? no)
Brothers (Number living 3 State of Health good
(Number dead no Cause & age at death? no)
Sisters (Number living no State of Health no
(Number dead 1 Cause & age at death? Blood poisoning)

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

no

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

Habits: Tobacco? no Alcoholic? no Drugs? no

FBI 1

EXAMINED BY CARD
10-26
gm

Let - Mr. Sizoo
11-3-39
Hick

Joseph A. Sizoo.
Signature of Candidate.

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? n

Chronic inflammation? n Other abnormality? n

Eyelids: Ptosis? n Condition of conjunctiva on eversion? n

Other eye conditions? n

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? _____ For what purpose? _____

Distant: Uncorrected vision of right eye? 20/20 Left eye? 20/20

Corrected vision of right eye? _____ Left eye? _____

Near: Uncorrected vision of right eye? 20 Left eye? 20

Corrected vision of right eye? _____ Left eye? _____

Remarks: n

Color sense: Normal

(Standard color plate test required)

Ears: Abnormalities? n Evidence of mastoid or other disease? n

Condition of drums? Right n Left n

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear 15/15 feet. Left ear 15/15 feet.

Distance whispered speech (Using residual air) can be heard:

Right ear _____ feet. Left ear _____ feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear _____ Left ear _____

Nose: Deflection of septum n Polypi? n

Chronic nasal disease? n Is candidate a mouth breather? n

Palate: Cleft or perforated? n Other conditions? n

Fauces: Condition of tonsils? n Pharynx? n

S. A. Fuchring

Signature of Examining Specialist.

Height? 5 feet, 7 1/2 inches. Weight, stripped? 140 1/2 Pounds.

General appearance: (Robust? Medium) (White? ✓)
(Puny?) (Colored?)
(Plethoric?) (Blonde?)
Complexion: (Anaemic?) (Brunette? ✓)
(Corpulent?) (Florid?)
(Emaciated?) (Sallow?)

Skin: Diseases?

Hair: Color: dk. Brown Thickness Thick

Glands: Enlargement: Other abnormalities

Head, Depressions? Asymmetries?

Facial disfigurement? Facial asymmetry?

Abnormalities of speech?

Neck: Goitre? Other conditions?

Chest: Inspiration 36 inches. Expiration 33 1/2 inches. Respiratory rate?

Inspection:

Lungs: Palpation:

Percussion:

Auscultation:

X-ray examination:

Heart: Palpation:

Percussion:

Auscultation:

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 64. After exercise 104

Condition of heart after exercise:

Blood pressure, Systolic? 110 Distolic? 60 Pulse pressure 50

Abdomen:

Circumference at umbilicus? 31 Tenderness? ✓
Other abnormalities? ✓
Liver, percussion? ✓ Palpation? ✓
Spleen, percussion? ✓ Palpation? ✓
Inguinal rings? ✓ Hernia? ✓

Scrotum:

Varicocele? ✓ Hydrocele? ✓ Sarcocoele ✓

Testicles:

Induration? ✓ Atrophy? ✓
Other conditions? ✓

Penis:

Epispadias? ✓ Hypospadias? ✓
Condition of prepuce? ✓ Venereal diseases? ✓

Anus:

Hemorrhoids? ✓ Fistulae? ✓
Prolapse of bowel? ✓ Other conditions ✓

Spine:

Tenderness? ✓ Curvature? ✓

Reflexes:

Pupillary: ✓ Cremasteric: ✓
Patellar: ✓ Babinski: ✓ Ankleclonus: ✓

Upper Extremity:

Missing fingers? ✓ Contractures of hand? ✓
Condition of joints? ✓ Other conditions? ✓

Lower Extremity:

Flat foot? ✓ Bowed legs? ✓
Knock-knees? ✓ Varicose Veins? ✓

Hammer toes? h Bunions? h

Other abnormalities? h

Agility:

Co-ordination of muscular movements? h Romberg? h

Defects of gait? h

Mental Condition? h

(Note: If indicated refer to specialist)

Temperature? _____

Has this person been successfully vaccinated within 5 years? h

Has this person had prophylactic typhoid inoculation? No Date last taken None

Urine: Color? h Sp. Gr.? _____ Albumin? _____ Sugar? _____

Reaction? h Shreds? _____ Blood cells? _____

Pus cells? h Casts? _____ Epitheleal cells? _____

Blood: Red corpuscles per C.mm _____ White corpuscles per C.mm _____

Differential count _____

Blood serologic tests (syphilis): _____ Haemoglobin per cent: _____

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocoele, hydrocele, varicocoele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Report of any special examination:

DENTAL EXAMINATION OF _____

GENERAL ORAL CONDITION

MUCOUS MEMBRANE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Inflamed
<input type="checkbox"/>	Swollen
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Septic

SALIVA

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Excessive
<input type="checkbox"/>	Acidity
<input type="checkbox"/>	Thick or ropy
<input type="checkbox"/>	Odor

OCCUSION

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Class I
<input type="checkbox"/>	Class II
<input type="checkbox"/>	Class III

TONGUE

<input checked="" type="checkbox"/>	Coating
<input type="checkbox"/>	Cryptic
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Enlarged

Glands _____

Sinus _____

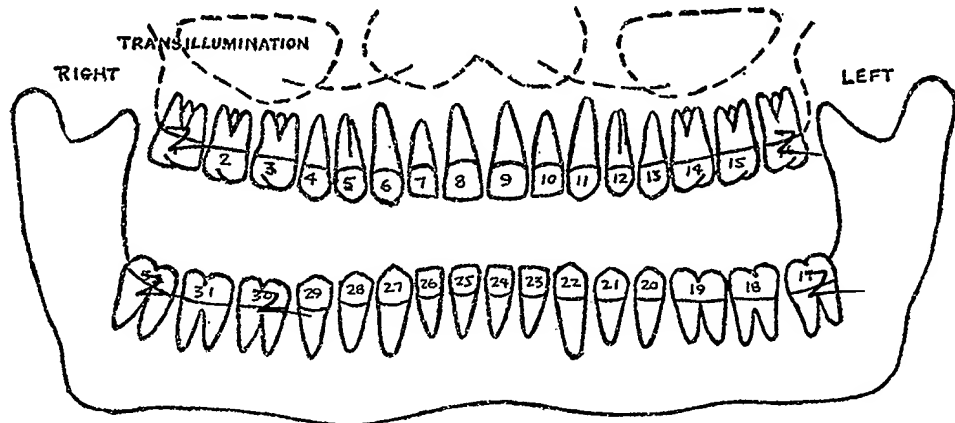
Throat _____

ARCH

<input type="checkbox"/>	Square
<input checked="" type="checkbox"/>	Tapering
<input type="checkbox"/>	Ovoid

DENTAL DIAGNOSIS

- A. Labial
- B. Lingual
- C. Incisal
- D. Occlusal
- E. Buccal
- G. Mesial
- H. Distal
- K. Mesio-labial
- L. Disto-labial
- M. Mesio-lingual
- N. Disto-lingual
- O. Mesio-incisal
- P. Disto-incisal
- R. Mesio-occlusal
- S. Disto-occlusal
- T. Bucco-occlusal
- U. Lingual-occlusal
- V. Mesio-disto-occlusal
- W. Bucco-lingual-occlusal



☒ Roots
 ☐ Abscess
 ☐ Impacted
 ☐ Crown
 ☐ Devitalized
 ☐ Dummy bridge
 ☐ On Centre
 ☐ Missing
 ☒ Extraction Indicated

X-ray No. _____ X-ray reading _____

Gingival disease (indicate nature and extent) _____

Conditions of appliances replacing teeth _____

Remarks: _____

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date 10-12-39 (Signature) H. (Jg) Vincent C. Maslawski
Dental Surgeon

Summary of Findings

(Summarize here all defects found.)

1. _____
2. _____
3. none
4. _____
5. _____

Recommendations: Smallpox & Typhoid prophylaxis

1. Is this man capable of strenuous ✓ moderate _____ light _____
or very light _____ physical exertion. (Indicate which).
2. Has this man any defect which would interfere with his participation
in raids or other work connected with the detection and apprehension
of criminals which might entail the practical use of firearms?
(Indicate YES or NO) no

Remarks:

H. K. Raper
R. E. Sweeney
Quay Brown

Administrative action by Federal Bureau of Investigation.

DIRECTOR

RBC:RTM

October 6, 1939

1-37-31

-43

Special Agent in Charge
Huntington, West Virginia

Re: Photographic Training.

Dear Sir:

Reference is made to the photographs exposed by the Agents listed below in connection with training in the use of the camera noted below, which you recently submitted.

The grade obtained by each Agent is noted opposite his name.

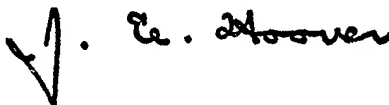
Speed Graphic Camera

J. A. Roche - Above average
J. A. Sizoo - Above average
M. L. Reed - Above average

It is requested that you relay the photographs and grade obtained by any Agent listed above who may be assigned to another Field Division.

The developed negatives together with prints from the same and the camera training forms which you submitted on which have been noted appropriate comments are being transmitted under separate cover.

Very truly yours,

 J. E. Hoover

John Edgar Hoover
Director

November 3, 1939

~~CONFIDENTIAL~~

Mr. Joseph A. Izoo
Federal Bureau of Investigation
United States Department of Justice
700 East Virginia Building
Huntington, West Virginia

Dear Mr. Izoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on October 12, 1939.

There were no defects noted in this examination. The board of examining physicians states that you are capable of performing strenuous physical exertion and have no defects that would interfere with your participation in raids or other work involving the practical use of firearms. It was recommended, however, that you be vaccinated for smallpox and inoculated for typhoid.

For your information, it was determined during this examination that your blood is international type "A".

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson	
Mr. Nathan	
Mr. A. A. Thomas	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Coffey	
Mr. Hendon	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Miss Gandy	

CC - SAC, Huntington
CC - Mr. Clegg

- 89

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

MEMORANDUM FOR THE DIRECTOR

HHC:BT

IN-SERVICE TRAINING SCHOOL RECORD

FOR J. A. ⁶SIZOO

Date November 3, 1939

Mr. Tolson	
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Ladd	
Mr. Coffey	
Mr. Egan	✓
Mr. Glavin	✓
Mr. Harbo	
Mr. Lester	
Mr. Hendon	
Mr. McF. Gire	
Mr. Nichols	
Mr. Rosen	
Mr. Quinn Tamm	
Mr. Tracy	
Miss Gandy	

School beginning: 10-9-39

School ending: 10-19-39

This is to record the fact that the above-named employee has attended an in-service course during which time he was afforded instruction in the following:

Espionage Investigations; Counter-espionage and Sabotage; Subversive Movements; Aliens in Aircraft and Munition Production; Registration Act Investigations; Sabotage Investigations; Neutrality Act Investigations; Chemistry Problems in Neutrality, Espionage and Sabotage Investigations; Document Identification; Electrical Equipment and Sound Recording; Methods of Concealing Messages; Secret Codes and Secret Writings; Detection of Secret Inks; Photographic Aspects of Espionage Work; Technical Equipment Usages in Espionage Work; Explosives; Ballistics; Photo-Copying; Practical Work in the Gymnasium; Arrests; Restraining Devices; Searches of Persons; and Searches of Places.

This employee likewise received training in Plant Protection work on the following subjects:

Bureau Policy in Plant Protection; Introduction to Plant Protection; Forms of Sabotage and Espionage in Industrial Plants; Plant Survey; Plant Personnel; Observations on Plant Protection; Plant Protective Devices; Combustibles, Acids and Abrasives, Explosives, Arson; Plant Police Systems; Discussion of Practical Problems in Plant Protection; Purpose and Extent of Plant Guard Training; Espionage Outline for Plant Guard Training; Sabotage Outline for Plant Guard Training; Outline for Discussion of Subversive Activities with Plant Guards; Outlines for Searches of Persons and Places, for Discussion with Plant Guards; Outlines for Discussion of Elementary Fingerprinting, Latents and Personal Descriptions with Plant Guards; Outline for Discussion of Crime Scene Searches with Plant Guards; Outlines for Discussion of Bombs and Explosives with Plant Guards.

67-57045-90
Respectfully,

H. H. Clegg

NOV 16 1939

FILE

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

AHC:RS
67-57045

November 21, 1939

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	✓
Mr. Ladd	
Mr. Coffey	
Mr. Egan	
Mr. Harbo	
Mr. Lester	
Mr. Hendon	
Mr. McIntire	
Mr. Nichols	
Mr. Rosen	
Mr. Quinn Tamm	
Mr. Tracy	
Miss Gandy	

MEMORANDUM FOR MR. TOLSON

Re: JOSEPH A. ^OSIZOO
Special Agent.

E. O. D.:	Messenger, July 10, 1935
	Special Agent, November 1, 1938
Age:	29
Marital Status:	Married
Office of Assignment:	Huntington Field Division since May 7, 1939
Office of Preference:	Los Angeles Washington, D. C.
Grade of Salary:	CAF 9, \$3300 per annum
Education:	A.B. Degree, George Washington University LL.B. Degree, George Washington University Member of Washington, D. C. Bar
Outstanding Endorsers:	None.

The character and fitness investigation disclosed no unfavorable information. Prior to Mr. Sizoo's appointment as a Messenger, he was a Bookkeeper for about nine months for a fraternity, also serving in the capacity of Treasurer of that organization. He was also a manager of a service station for about one and two-thirds years. He was an outstanding Messenger in the Communications Section and was subsequently assigned to the Chief Clerk's Office as a Movement Clerk. In December, 1935, Mr. Glavin stated that Mr. Sizoo had possibilities of developing into an excellent employee; that he is hard-working, conscientious, and entirely loyal. In June, 1938, Mr. Sizoo was placed in charge of the Movement Clerks, which position he handled satisfactorily. His Efficiency Rating in May, 1936, was Very Good and in May, 1937 and May, 1938, Excellent.

On October 22, 1938, he submitted a memorandum concerning an error, in which he advised the offices of assignment of fifteen Agents from memory rather than from the movement cards and made a mistake in the case of one Agent.

67-57045-91
B K
11/21/39

November 21, 1939

He was appointed a Special Agent on November 1, 1938, and at the conclusion of the New Agent's Training School, Mr. Clegg rated him Above Average in diligence, self-confidence, self-control, ability to conduct interviews, ability to judge physical descriptions, photography, self-expression, dictation, mental qualifications, decisiveness, and willingness to accept responsibility. He is about average in appearance and amenable to discipline, occasionally gives the impression that he thinks he is pretty good, and Mr. Clegg believes he is right in his conclusion. He presents a rather youthful appearance, yet expresses himself exceptionally well; is courteous and self-sufficient and would require less supervision than an average new Agent.

In March, 1939, Special Agent in Charge Bugas of the Detroit Division stated that this Agent attacked his work with vigorous ingenuity and intelligence; possesses an abundance of self-confidence; however, he should develop a more friendly, affable attitude and should dictate his reports more fully; that, all in all, he considered that this Agent had developed unusually fast for the short time he had been in the service and would develop into a valuable employee.

In May, 1939, Special Agent in Charge Bugas reported that this Agent was doing work indicative of a longer employment as an Agent; had developed very satisfactorily; was efficient and his work required less than the average supervision ordinarily required for a new Agent; he was qualified for dangerous assignments; was putting in a large amount of overtime willingly; was extremely anxious to make good; and was an increasingly valuable employee who deserved the rating of Good. He had a rather youthful appearance which possibly hampered him somewhat in his work.

In July, 1939, Special Agent in Charge Warnes of Huntington submitted a very favorable Thirty-Day Report, stating that this Agent was taking on a more mature appearance and would become a very good Agent. He stated further that Agent Sizoo exercised good judgment, was very industrious, aggressive, and was exhibiting a considerable amount of energy in applying himself to the investigation of his cases; he marshaled his facts for dictation and dictated clearly and rapidly; had a tendency to go into considerable detail with reference to certain phases of a case, but this was mentioned to the Agent by Mr. Warnes and he made considerable improvement in the submission of his reports.

Respectfully,

A. H. CROWL
A. H. CROWL

I suggest this Agent
be transferred to
new York City for the
experience he will
receive there 11/21

OK

H.

EAV

leg

Letter to Mr. Tolson
11/27/39
WTC

New York, N. Y.

Director
Federal Bureau of Investigation
Washington, D. C.

December 18, 1939

Dear Sir:

This is to advise that Special Agent Joseph H. Sizoo
arrived in this district under transfer from the Huntington
Field Office at 11:30 P.M. on December 17, 1939.

Agent Sizoo has the following Government property in
his possession:

<u>1</u> BUREAU BADGE # <u>420</u>	<u> </u> .38 CAL. SUPERAUTOMATIC
<u>1</u> BADGE CASE	<u> </u> PISTOL # <u> </u>
<u>1</u> COMMISSION CARD # <u>1043</u>	<u> </u> .45 CAL. AUTOMATIC
<u>1</u> COMMISSION CARD CASE	<u> </u> PISTOL # <u> </u>
<u>1</u> MANUAL OF RULES AND REGULATIONS # <u>554</u>	<u> </u> HIP HOLSTER FOR AUTO-
<u>1</u> MANUAL OF INSTRUCTIONS # <u>554</u>	<u> </u> MATIC PISTOL
<u>1</u> TAX EXEMPTION IDENTIFICATION CARD # <u>J-1195</u>	<u> </u> SHOULDER HOLSTER FOR
<u> </u> NATIONAL BANK ACT 1933	<u> </u> AUTOMATIC PISTOL
<u> </u> NATIONAL BANK LAWS AS OF JANUARY 1936*	<u> </u> CHIEF CLERKS' MANUAL
<u>1</u> AGENT'S BRIEF CASE	<u> </u> # <u> </u> **
<u>1</u> ACCOUNTANT'S BRIEF CASE WITH LOCK & KEY	<u> </u> U.S. GOVERNMENT TRANS-
<u> </u> ZIPPER BRIEF CASE	<u> </u> PORTATION IDENTIFI-
<u> </u> DIGEST OF POSTAL DECISIONS, VOLUME I # <u> </u> *	<u> </u> CATION CARD # <u> </u> **
<u> </u> DIGEST OF POSTAL DECISIONS, VOLUME II # <u> </u> *	
<u> </u> DIGEST OF DECISIONS RE NATIONAL BANKS, VOLUMES 1, 2, 3, & 4.*	
<u>1</u> .38 CAL. COLT POLICE POSITIVE REVOLVER # <u> </u>	
<u> </u> ADAPTER FOR POLICE POSITIVE REVOLVER	
<u> </u> HIP HOLSTER FOR POLICE POSITIVE REVOLVER	
<u>1</u> SHOULDER HOLSTER FOR POLICE POSITIVE REVOLVER	
<u> </u> .38 CAL. COLT OFFICIAL POLICE REVOLVER (4"BB) # <u>632519</u>	
<u> </u> ADAPTER FOR OFFICIAL POLICE REVOLVER	
<u>1</u> HIP HOLSTER FOR OFFICIAL POLICE REVOLVER	

*Furnished to Accountants

**Furnished to Special Agents in Charge

Agent's Address 935 Park Avenue, New York City
Telephone No. Butterfield 8-4683 Name, relationship and address of person
to be notified in case of emergency: Dorothy T. Sizoo, Wife.
Address same as above

Very truly yours,

P. E. FOXWORTH,

Special Agent in Charge

December 1, 1939

RBC:HTM

Special Agent in Charge

Washington, D.C.

Re: Photographic Training.

Dear Sir:

Reference is made to the photographs exposed by the Agents listed below in connection with training in the use of the camera noted below, which you recently submitted.

The grade obtained by each Agent is noted opposite his name.

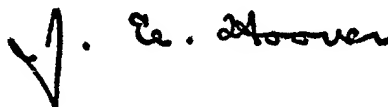
~~Agents~~

J. L. Quinn	- Average
J. L. Kane	- Average
J. L. Martin	- Above Average
J. L. Reed	- Average
J. L. Lee	- Average
J. L. Taylor	- Average
J. L. Fawcett	- Average

It is requested that you relay the photographs and grade obtained by any Agent listed above who may be assigned to another Field Division.

The developed negatives together with prints from the same and the camera training forms which you submitted on which have been noted appropriate comments are being transmitted under separate cover.

Very truly yours,

 J. E. Hoover

John Edgar Hoover
Director

Federal Bureau of Investigation
United States Department of Justice
Huntington, West Virginia
December 16, 1939

PERSONAL AND CONFIDENTIAL

Director
Federal Bureau of Investigation
Washington, D. C.

Re: Special Agent J. A. SIZOO
Special Efficiency Report

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Ladd	
Mr. Coffey	
Mr. Egan	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Miss Gandy	

Dear Sir:

I am submitting the following Special Efficiency Report on the above named Agent due to his being transferred to the New York Office.

This Agent has been assigned to the Huntington Field Division since May 8, 1939, and during that time has worked on practically all phases of the Bureau's work. He has completed the Bureau's In-Service Training on intelligence investigations as well as plant protection, and just prior to his departure completed the survey of the Carbide and Carbon Chemicals Corporation of South Charleston, West Virginia. He made a very thorough survey and submitted a good, comprehensive report with reference to that Plant. The only type of work in connection with which he has had a small amount of experience is bankruptcy. I believe, however, that he has a sufficiently well grounded foundation to handle this type of work. Agent SIZOO is taking the Bureau's Accounting Course and has completed the seventh lesson. He apparently is making every effort to improve himself in order to advance in the Bureau's service.

Agent SIZOO has good judgment, commensurate with his training and experience. He has considerable force; is very industrious; plans his work; and commences his assignments without prompting. This was particularly noticeable during the time he was assigned to this office because of the road work which he handled in the Southern part of the State. It was noted that he organized his work and started the road trips promptly and at regular intervals. He covered a large territory and accomplished a substantial amount of work considering the territory covered. He pays close attention to details, perhaps a little bit more than is necessary, although he has shown marked improvement in this regard and appears to confine his work to the essential phases of his cases.

Agent SIZOO presents an excellent appearance, and it is believed that he has more of a metropolitan personality and appearance than he has for the rural and southern areas such as in the State of West Virginia. However, he orientated himself very well and got along very much better than I really anticipated when I first assigned him to work in the Southern part of this State. He has shown considerable development during the last several months while being assigned to this office. At first he appeared to be rather

67-704-93

C1

Director

- 2 -

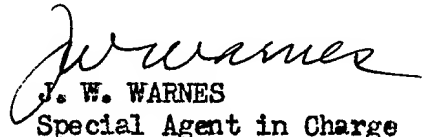
December 16, 1939

reserved and perhaps a little stiff. He, however, loosened up, and exhibits a more congenial and ^{confident} ~~competent~~ attitude and a more pleasing personality with particular reference to his meeting outsiders. He has shown marked improvement in this regard. Agent SIZOO has an excellent attitude toward the Bureau and has never hesitated to bring matters to my attention which might in any way affect the Bureau's status in this district. He has accepted criticism cheerfully and has exhibited by his conduct that he benefited by the work and training which he received.


He is proficient in the use of firearms, and it is believed that he has courage. I have been with him on assignments which were capable of developing into considerable danger, and his conduct appeared to be entirely proper. He is a fairly good typist. He has shown improvement in his dictation, and he may now be regarded as having the ability to marshal his facts and dictate efficiently. I have not heard him testify, although I have observed him in court explaining the facts of cases a number of times, and his bearing and conduct in this regard are very good.

Agent SIZOO has been a very diligent and conscientious employee while assigned to this office. He is not a clock watcher and has been a real asset. During the last few weeks he was assigned here, he handled the desk on a few occasions while I was absent from Headquarters, and it was noted that he paid very close attention to the work. It is believed with additional training he would develop, particularly along the lines of a supervisory official.

Very truly yours,


J. W. WARNES
Special Agent in Charge

JWW:VHC
67-91



**Federal Bureau of Investigation
United States Department of Justice**

PEF:MT

New York, N. Y.
February 2, 1940.

~~PERSONAL AND CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RE: SPECIAL AGENT J. A. SIZOO

Dear Sir:

This Special Agent reported to the New York office on December 17, 1939. Since that time he has been engaged in the investigation of espionage and related cases. He is neat in appearance, has a good personality, appears to be intelligent, and possesses an average knowledge of the Bureau's work. His investigations have been handled satisfactorily.

His paper work is good. His reports require very little supervision.

He is rather quiet and unassuming, is business-like, and I am of the opinion that he possesses good prospects for future development in the Bureau.

There has been no opportunity to observe him in connection with any raids or hazardous assignments.

Very truly yours,

P. E. Foxworth
P. E. FOXWORTH
Special Agent in Charge.

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Jones	
Mr. Mumford	
Mr. Quinn	
Mr. Nease	
Mr. Gandy	

FEB 7 1940

67-5704-94

FEB 6 1940

RECORDED
INDEXED

10150
✓

New York, New York

May 31, 1940

95

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

Reference is made to Bureau letter dated May 8, 1940, addressed to all employees, concerning the submission of suggestions to the Bureau.

At this time it is the suggestion of the writer that consideration be given to the issuance of instructions or recommendations to the various offices, especially road work offices, that each agent on being assigned to an office be supplied with those Identification Orders in which that office is particularly interested, either because it is office of origin or because there is considerable likelihood that the fugitive may be in that area. It is also suggested that at the time the agent is so assigned he be requested to review the files on these particular cases and become familiar with their facts.

The Identification Orders might be made up by each office in the form of a booklet with the use of an Acco fastener, and left by the agent on his transfer to another office.

Although all agents receive copies of Identification Orders as they are issued, many do not retain them, and even if so, they do not really become familiar with cases which are not assigned to them merely by reading the Identification Order. In fact, with the large number of outstanding Identification Orders, it is not possible to keep the facts of each in mind.

It is thought that by issuing the outstanding Orders of particular interest to that office, an agent on road work will at all times have them handy in the event of inquiry, whereas he might not always have all outstanding Identification Orders available. It is thought too, that by becoming generally familiar with those fugitive cases of particular interest to

an office, it would obviate the possibility of failing to recognize the importance of information, and more frequent discussion of these cases with local officers might serve to keep them more alert.

While it is realized that this matter is one which might well be left to the individual discretion of each Field Division, inasmuch as the writer has not heard of a similar practice being in effect in any Division, this suggestion is submitted for the Bureau's consideration.

Respectfully,

JOSEPH A. SIZOO
Special Agent

AR:AI
62-21531-7148

June 24, 1940

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
507 U. S. Court House, Foley Square
New York City

Dear Mr. Sizoo:

Your suggestion with reference to the issuance of identification orders to agents engaged in investigations outside of the headquarters field office has been given careful consideration.

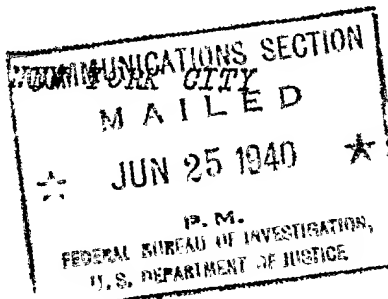
As you know, it is the practice for Special Agents in Charge to furnish road work agents and resident agents in their territories with available information, not only concerning the most important fugitives in the territory, but also in other matters of interest to that particular area. It has not been deemed practicable to institute at this time any fixed procedure requiring agents outside of the headquarters city to maintain identification orders. Your suggestion, however, contains considerable merit, and you may maintain, if you deem it desirable, identification orders in booklet form. It is pointed out that the practice which you suggest has been adopted by many agents and has proved to be of assistance.

Your interest in submitting this suggestion to the Bureau is indeed appreciated.

Sincerely yours,

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____

CC SAC



-96

CT:ACS

67-57045-95

June 7, 1940

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House Building
Foley Square
New York City

Dear Mr. Sizoo:-

I have noted with much gratification the enthusiastic response to my recent letter to all employees requesting suggestions tending toward an improvement in the Bureau's service.

The Washington Headquarters will carefully consider your suggestion letter of May 31st and you will be advised later as to the action taken thereon.

Sincerely yours,

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Coffey _____
Mr. Egan _____
Mr. Glavin _____
Mr. Harbo _____
Mr. Hendon _____
Mr. McIntire _____
Mr. Nichols _____
Mr. Pennington _____
Mr. Rosen _____
Mr. Quinn Tamm _____
Adm. Files _____
Pers. Files _____
Tour Room _____
Mr. Tracy _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED
JUN 7 1940
cc - New York

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

LBN:JMU

June 12, 1940

JOSEPH A. SIZOO - SPECIAL AGENT
NEW YORK FIELD DIVISION

Efficiency rating	Good	5-1-40
Previous efficiency rating	Good	
Entered on duty	7-10-35 as Messenger	
	11-1-38 as Special Agent	
Grade and salary	CAF-9	\$3300
Last salary change	7-1-39	
Previous test ratings:		
Rules & Regulations	95½	Training School
Instructions	93	Training School
In-service		
Accounting course	Enrolled	
Marksmanship	Expert	
Qualified in all firearms:	Yes	
Times failed to qualify with:	None	

REMARKS

SAC Foxworth reports that this Agent is quiet and unassuming and is strictly businesslike. He is conscious of his youthful appearance. He makes a good impression, is interested, loyal, and enthusiastic, dependable, and resourceful. He has exhibited excellent judgment, particularly in working on espionage cases. He is thorough and his dependability has been above average. He is qualified in the use of firearms, and it is believed he would be capable of functioning on raids. SAC Foxworth has not observed him as a witness.

As he develops force and aggressiveness from experience he will exhibit latent administrative ability.

SAC Warnes reports on July 7, 1939, that this Agent would be effective on dangerous assignments. He handled himself well while appearing in Court to explain the facts in a series of cases. He has an excellent attitude and is developing.

On December 16, 1939, SAC Warnes in an additional report states this Agent has good judgment, considerable force, is industrious, plans his work, pays close attention to detail, makes an excellent appearance, has a good attitude, and can function on dangerous assignments. He puts in overtime

Mr. Tolson ☒
Mr. Nathan ☒
Mr. E. A. Tamm ☒
Mr. Clegg ☒
Mr. Ladd ☒
Mr. Coffey ☒
Mr. Egan ☒
Mr. Glavin ☒
Mr. Harbo ☒
Mr. Hendon ☒
Mr. Lester ☒
Mr. McIntire ☒
Mr. Nichols ☒
Mr. Pennington ☒
Mr. Rosen ☒
Mr. Quinn Tamm ☒
Adm. Files ☒
Pers. Files ☒
Tour Room ☒
Mr. Tracy ☒
Miss Gandy ☒

67-57045-97
JUL 1 1940
Enrolled
Expert
NATHAN
E. A. Tamm
FOXWORTH
WARNES

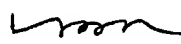
willingly. With additional training he will develop along supervisory lines.

On February 2 SAC Foxworth submitted a favorable forty-five day report.

RECOMMENDATION

A \$100 increase is suggested.

From letter
sent 7/12/40
mg
ch
H


L. B. NICHOLS ✓

Re memo to Dept.
6/15/40
mg.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

EFFICIENCY RATING SHEET

Office submitting NEW YORK CITY

Date submitted May 1, 1940.

Name of employee JOSEPH H. SIZOO, Special Agent CAF-9 \$3,300
(Title) (Grade) (Salary)

Entered on duty 11/1/38 Entered on duty this office 12/18/39
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

UNSATISFACTORY.....Duty NOT performed AS WELL AS SHOULD BE EXPECTED;
not satisfactory; DECIDEDLY below standard.
FAIR.....Work ORDINARILY satisfactory; NOT OUTSTANDING.
GOOD.....Duty performed in an EFFICIENT MANNER; qualifica-
tions UP TO STANDARD and SATISFACTORY.
EXCELLENT.....Duty performed in HIGHLY EFFICIENT MANNER; qualified
to a PREEMINENT DEGREE.

The following characteristics should be taken into consideration in the determi-
nation of the category in which the employee is placed:

KNOWLEDGE: Extent of information concerning all duties of his position; ability to
analyze cases; practical application of intelligence and educational training;
readiness of comprehension.

JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion;
tact.

INITIATIVE: Trait of beginning needed work or taking appropriate action on own
responsibility in absence of orders.

FORCE: Aggressiveness; faculty of performing work with vigor and resolution.

INDUSTRY: Physical activity; application to work; health; energy.

ACCURACY: Attention to details; thoroughness; precision.

PERSONAL APPEARANCE: Impression made on others; personality; neatness.

PAPER WORK: Reporting; marshaling facts; dictating.

ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to
discipline; dependability.

EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and
influence others in proper performance of duties.

Rating GOOD

Memo for Mr. Sizoo
6/12/40
LSH

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

This Agent is rather quiet and unassuming, strictly business-like. He makes a youthful appearance, of which he is fully conscious. I think that his approach is good. He creates a good impression, dresses very neatly. He is interested in his work, has a wholesome attitude, is loyal and enthusiastic. He has been found to be dependable and resourceful. The majority of his time here has been spent on espionage and related cases and in the handling of this work he has exhibited good judgment, the fact that he is thorough, and his dependability has been above average.

He drives an automobile, is qualified in the use of firearms, there has been no occasion to observe him as a witness. He is fair in dictation, his work has required little supervision, he has planned it and handled his assignments efficiently.

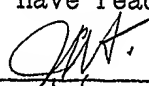
He impresses one with the business-like manner in which he goes about his assignments. As he develops force and aggressiveness, which I think will come from experience, I believe there will also be exhibited latent administrative ability.

There has been no opportunity to observe him on raids, but I think that he seems to be rather cool and level headed, and would be capable of participating in such activities.

Agent Sizoo is developing very rapidly, and I think that he offers good possibilities for further advancement.

Have the contents of this report under the heading "Remarks" been read in full to the employee to whom they relate, and has the employee been informed as to the status reflected on the reverse side of this report? Yes.

I have read this report:


Initials of Employee


Rating Officer

FEDERAL BUREAU OF INVESTIGATION

Mr.
Miss
Mrs.

Date

New appointment

☐

Transfer

☐

Promotion

☐

Separation

☐

PRESENT STATUS

1. Title:

2. Grade:

3. Salary:

4. Seat of Government:
Field:

☐
☐

5. Division:

6. Appropriation:

PROPOSED ACTION

7. Title:

8. Grade:

9. Salary:

10. Seat of Government:
Field:*

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☐

11. Division:

12. Appropriation:

13. Effective:

June 15, 1940

14. Position:

Additional: ☐
Vice:
Identical:

15. Remarks:

Respectfully submitted,

(Title)

11-1291

-98

July 12, 1940

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
637 United States Court House, Foley Square
New York, New York

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a letter from the Attorney General advising you of your promotion from \$3600 per annum to \$4000 per annum, in Grade GS-7, effective June 16, 1940.

Sincerely yours,

John Edgar Hoover
Director

Enclosure

CC: SAC Sackett, New York

Mr. Tolson _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Ladd _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

June 15, 1940.

Mr. Joseph L. Sizoo,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Sizoo:

Your salary as a Special Agent in the Federal Bureau of Investigation, Department of Justice, is hereby increased from \$3300 per annum to \$3400 per annum in Grade GS-9, effective June 14, 1940, and payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation," F. I. D.

Respectfully,

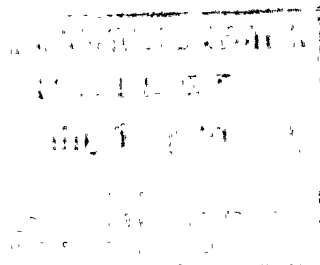


Attorney General.

By the Attorney General:

(S. J. P. M.)

The Assistant to the Attorney General.



Mr. J. E. ...
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J. E. ...
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Very truly yours,

John Edgar Hoover
Director

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

November 5, 1940

Mr. Tolson.....
Mr. Clegg.....
Mr. E. A. Tamm.....
Mr. Foxworth.....
Mr. Nathan.....
Mr. Ladd.....
Mr. Egan.....
Mr. Glavin.....
Mr. Nichols.....
Mr. Hendon.....
Mr. Rosen.....
Mr. Tracy.....
Miss Gandy.....

JEN'MC

MEMORANDUM FOR THE DIRECTOR

Special Agent Joseph A. Sizoo has completed
36 lessons of the Bureau's Accounting Course with an
average grade of Excellent.

Respectfully,

E. A. Tamm
E. A. Tamm.

*Moted Comm Sec.
RPH*

NOV 9 1940

67-57045-100

NOV 6 1940

TOLSON

CHIEF CLERK

Federal Bureau of Investigation
United States Department of Justice

EJC:NB

New York, N.Y.

January 6, 1941

~~PERSONAL AND CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RE: JOSEPH A. SIZOO,
SPECIAL AGENT

Dear Sir:

This Agent entered on duty November 1, 1938. He entered on duty at New York City December 18, 1939. He is presently in Grade Caf 9, \$3,400 per annum.

This Agent is a good Agent of better than average ability.

This Agent, under my supervision, has been engaged to a great extent in conducting surveillances, plants, and investigation in the Ducase.

This Agent's work has been entirely satisfactory. He has applied himself with interest to his work. He has put in long hours in an effort to accomplish everything possible in the present inquiry.

Special Agent T. J. Donegan, who has had a greater opportunity to observe his work, advises me that his work has been entirely satisfactory on the present assignment.

Very truly yours,

E. J. Connelley
E. J. CONNELLEY,
Assistant Director

RECORDED 12 13 41

67-57045-101
Received.....Recorded.....
Searched.....Checked.....
Numbered.....Filed.....
JAN 10 1941
FEDERAL BUREAU OF INVESTIGATION

J.A.

TOLSON *V.* CHASE *CLINT* *Macy*

Zero Record to King 2-3-41 mng

EJC:NB

New York, N.Y.

January 6, 1941

~~PERSONAL AND CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

With reference to Bureau letter of November 14, 1940 requesting that those agents in the service prior to January 1, 1940 and allocated to Grade Caf 9 be considered for promotion to Grade Caf 10, entrance salary \$3,500, efficiency reports have been submitted as to each of the following employees. These employees, in the order of their efficiency, are classed as follows, and the recommendation as to each is indicated after his name.

1. Thomas G. Spencer. It is recommended that this Agent be promoted to Grade Caf 10, entrance salary \$3,500. b6
2. [REDACTED] It is recommended that this Agent be promoted to Grade Caf 10, entrance salary \$3,500.
3. Joseph A. Sizoo. It is recommended that this Agent be promoted to Grade Caf 10, entrance salary \$3,500.
4. Wayne E. Klemp. It is recommended that this Agent be promoted to Grade Caf 10, entrance salary \$3,500.
5. [REDACTED] It is recommended that this Agent be granted an increase of \$100 in salary in his present grade of Caf 9.
6. John A. Holtzman. It is recommended that this Agent be granted an increase in salary of \$100 in his present grade, Caf 9.
7. Gustav S. Abrandt. It is recommended that this Agent be granted an increase in salary of \$200 in his present grade of Caf 9.

Director

January 6, 1941

8. Francis E. Crosby. It is recommended that this Agent be granted an increase of \$100 in his present salary, Grade Caf 9.

9. Claude A. Bass. It is recommended that he should not be promoted at this time.

b6

As to Agents [redacted] John A. Holtzman, Gustav S. Abrandt and Francis E. Crosby, the recommendations for increase of salary in their present grade have been made because of their honest, sincere work in the present assignment rather than promoting them to Grade Caf 10, entrance salary \$3,500, for the reason that it is believed they should have more experience in the Bureau's activities before they are promoted to the next grade.

Very truly yours,

E. J. CONNELLEY,
Assistant Director

COPY:met

REXXMET
ES:MT

New York, N. Y.
December 11, 1940.

PERSONAL AND ~~CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RE: SPECIAL EFFICIENCY REPORTS
REGARDING SPECIAL AGENTS IN
GRADE CAF-9.

Dear Sir:

I am enclosing herewith special efficiency reports and letters of recommendation relating to Special Agents assigned to this office prior to January 1, 1940.

These employees are being recommended for promotion to Grade CAF-10, and are recommended for this promotion in the order in which their names appear in this communication:

1. E. D. O'Neal
2. E. H. Hodgkin
3. T. F. Lynch
4. T. Hoehl
5. [REDACTED]
6. J. J. Gleason
7. J. E. Pope
8. [REDACTED]
9. W. L. Leishman
10. [REDACTED]
11. C. H. Stanley
12. E. J. Martin
13. D. J. Williams
14. R. C. Trow
15. H. D. O'Neill
16. [REDACTED]
17. T. J. Jenkins
18. O. B. Franklin
19. [REDACTED]

b6

It will be noted that some of the efficiency reports have not been initialed by the individual Agents. They were not available in the office, and rather than hold up the reports I am sending them to the Bureau without being initialed. I shall, however, exhibit the file copies to each of these Agents, and have him initial the copy and advise the Bureau by letter in each instance when this is done.

Director.

The personnel files of Agents Carroll, McMorland, Roberts and Gentry, all of whom arrived at this office within the past few weeks, have not been sent to this office as yet, and therefore I am unable to submit efficiency reports regarding them. It is understood that the offices to which they were assigned prior to coming here will submit these reports, in the event they are necessary in these cases.

Similar reports should be submitted for the following Agents who are on special assignment under Assistant Director Connelley on the IACase. These will be submitted by either Mr. Connelley or Special Agent Donagan in the immediate future.

C. A. Baas
G. E. Abrandt

b6

[REDACTED]
F. K. Crosby
W. A. Johnson
J. A. Holtzman
T. W. Klarp
J. A. Sizoo
T. G. Spencer

Very truly yours,

/s/ E. A. MCKENNA
Special Agent in Charge.

Enclosures

Federal Bureau of Investigation
United States Department of Justice

BES:MT

New York, N. Y.
January 8, 1941

PERSONAL AND CONFIDENTIAL

Mr. Tolson	_____
Mr. Clegg	_____
Mr. E. A. Tamm	_____
Mr. Foxworth	_____
Mr. Nathan	_____
Mr. Ladd	_____
Mr. Egan	_____
Mr. Glavin	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Miss Gandy	_____

Director
Federal Bureau of Investigation
Washington, D. C.

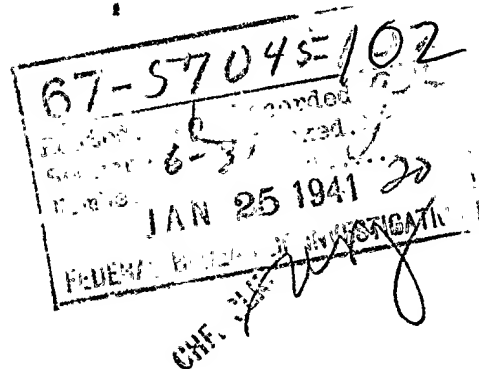
Dear Sir:

I wanted to let you know of the death of
a baby daughter born to Special Agent and Mrs. J. A. Sizoo,
on January 6th, which necessitated Agent Sizoo proceeding
to Washington on leave.

Very truly yours,

B. E. Sackett
B. E. SACKETT
Special Agent in Charge.

JAN 28 1941



Best Copy Available

January 24, 1941

Mr. Joseph A. Sizoo
57-25 81st Street
Jackson Heights
Long Island, New York

Dear Mr. Sizoo:

I want to express my sympathy in your recent loss, and I sincerely hope that Mrs. Sizoo is improving satisfactorily.

Sincerely,

cc - Mr. Sizoo, New York City

103

Handwritten:
J. A. Sizoo
57-25 81st St.
Jackson Heights
Long Island, N.Y.

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

HCD:RS

January 13, 1941

MEMORANDUM FOR MR. TOLSON

RE: JOSEPH A. SIZOO
Special Agent

Entered on duty as Messenger	July 10, 1935
Entered on duty as Special Agent	November 1, 1938
Efficiency rating May 1, 1940	Good
Present Grade and Salary	CAF-9 \$3400
Accounting Course	Enrolled - 36 lessons completed
Marksmanship	Expert
Qualified in all firearms	Yes, to date
Failed to qualify with:	None

In the annual report dated May 1, 1940, SAC Foxworth states that this Agent is interested, loyal and enthusiastic; is dependable and resourceful; that he has exhibited excellent judgment particularly in working on espionage cases. He stated that as he developed forcefulness and aggressiveness he would exhibit latent administrative ability.

Effective June 16, 1940, this Agent was promoted from \$3300 per annum to \$3400 per annum.

In a memorandum dated November 5, 1940, Mr. Tamm stated that this Agent had completed 36 lessons of the Bureau's accounting course with an average grade of Excellent.

Assistant Director Connelley in a report dated January 6, 1941, states that this Agent is a good Agent of better than average ability and that his work had been entirely satisfactory. Special Agent Donegan concurred in these remarks. Of the nine Agents in Grade CAF-9 under Mr. Connelley on this special assignment, he ranks this Agent as Number Three and recommends that he be promoted to Grade CAF-10.

Respectfully,

H. C. Douglas

Recommend CAF-10-3500

J. Edgar Hoover

*Rec. Room. to Dept.
2-7-41
H.C.D.*

FEB 12 1941

67-5111-104

FEB 10 1941

U.S. DEPT. OF JUSTICE

LRF
P77

February 25, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
607 United States Court House Building
Foley Square
New York, New York

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a
letter from the Attorney General advising you of your
promotion from \$3400 per annum in grade CAF 9, to \$3500
per annum in grade CAF 10, effective February 16, 1941.

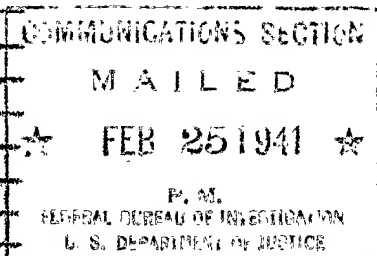
Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

Enclosure
CC: SAC, New York

Mr. Tolson _____
Mr. Clegg _____
Mr. E. A. Tamm _____
Mr. Foxworth _____
Mr. Nathan _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____



105
21

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

BJF:jfb

February 7, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Department of Justice

Dear Mr. Sizoo:

You are hereby transferred from one position to another in
the Federal Bureau of Investigation as indicated:

From

Position: Special Agent

Assignment: Field

Grade ~~Gaf-9~~ Salary: \$3400 per annum

Appropriation: *Salaries and Expenses, Federal Bureau of
Investigation,* FIELD

To

Position: Special Agent

Assignment: Field

Grade: ~~Gaf-10~~ Salary: \$3500 per annum

Appropriation: *Salaries and Expenses, Federal Bureau of
Investigation,* FIELD

Effective: February 16, 1941

Respectfully,



Attorney General.

By the Attorney General:

The Assistant to the Attorney General.

Vice John W. Core - transferred

FEDERAL BUREAU OF INVESTIGATION

msh

Mr.
Miss
Mrs.

Date

Mr. Joseph A. Sizoo

February 7, 1941

New appointment ☐

Transfer ☐

Promotion ☐

Separation ☐

PRESENT STATUS

- | | |
|-----------------------------|---|
| 1. Title: Special Agent | 2. Grade: CAF 9 |
| 3. Salary: \$3400 per annum | 4. Seat of Government: <input type="checkbox"/>
Field: <input checked="" type="checkbox"/> |
| 5. Division: | 6. Appropriation: "Travel and Expenses, FBI" |

PROPOSED ACTION

- | | | | | | | | |
|----------------------------------|--|-------------|--------------------------|-------|----------------------------|------------|--|
| 7. Title: Special Agent | 8. Grade: CAF 10 | | | | | | |
| 9. Salary: \$3400 per annum | 10. Seat of Government: <input type="checkbox"/>
Field*: <input checked="" type="checkbox"/> | | | | | | |
| 11. Division: | 12. Appropriation: "Travel and Expenses, FBI" | | | | | | |
| 13. Effective: February 16, 1941 | 14. Position: <table border="0" style="display: inline-table; vertical-align: middle;"> <tr> <td style="border-right: 1px solid black; padding-right: 5px;">Additional:</td> <td><input type="checkbox"/></td> </tr> <tr> <td style="border-right: 1px solid black; padding-right: 5px;">Vice:</td> <td>John F. Gore - transferred</td> </tr> <tr> <td style="border-right: 1px solid black; padding-right: 5px;">Identical:</td> <td></td> </tr> </table> | Additional: | <input type="checkbox"/> | Vice: | John F. Gore - transferred | Identical: | |
| Additional: | <input type="checkbox"/> | | | | | | |
| Vice: | John F. Gore - transferred | | | | | | |
| Identical: | | | | | | | |
| 15. Remarks: | | | | | | | |

Respectfully submitted,

CC-Chief, Audit Section

Director, Federal Bureau of Investigation ^(Title)

